



**CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS),  
Nationally Accredited (IV cycle) with 'A+' Grade by NAAC  
TRICHY- 620018.**

**INTERNAL QUALITY ASSURANCE CELL**

**Circular No: 05**

**Date:- 24/03/2025**

**To:-The Internal members of Internal Quality Assurance cell**

**Sub: IQAC Meeting on 25.03.2025 at 11.00 a.m**

This is to inform the Internal Members of the *Internal Quality Assurance Cell* to be present in KRT hall on 25<sup>th</sup> March 2025 for the Fifth Periodical Meet of 2024- 2025. The meeting will begin sharp at 11.00 a.m.



**Agenda:**

1. Review of Action Taken Report
2. Planning for IQAC annual activity for the Academic year 2025-26
3. Analysis of NAAC Peer team report
4. Any other matter with the permission of the Chair

*V. Vijitha*  
Chairperson of the IQAC & The Principal  
**Principal**  
Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018,  
Tamilnadu.



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ISO 9001:2015 certified

Tiruchirappalli – 620 018

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 24.03.2025

IQAC Composition	Members	Signature
Chair Person	Dr Mrs V Sujatha, Principal	
Ex-Officio	Ms V Ramya, Controller of Examinations	
	Dr N Siva Priya, Deputy Controller of Examinations	
Teachers	Dr S Ramalakshmi, Vice Principal	
	Dr S Shameem, Vice Principal	
	Dr N Savithri, Dean of Arts	
	Dr G Kanaga, Dean of Alumnae Relations	
	Dr P Urmila, Head, Dept of English (PG)	
	Dr Jayashree Agarwal, Head, Dept of English (UG)	
	Dr Metilda Bhuvaneswari, Head, Dept of Social Work	
	Dr J Tamil Selvi, Head, Dept of BBA	
	Dr S Prema Latha, Head, Dept of Mathematics	
	Dr G Maheswari, Head, Dept of Physics	
	Dr P Pungayee @ Amirtham, Head, Dept of Chemistry	
	Ms N Girubagari, Head-in- Charge, Dept of Computer Science	
	Dr R Merlin Packiam, Head, Dept of Computer Applications	
	Dr M Parveen, Head, Dept of Information Technology	
	Dr B Thamilmaraiselvi, Head, Dept of Microbiology	
	Dr R Rameshwari, Head, Dept of Biotechnology	

	<del>Dr</del> B Thanuja, Head, Dept of Food Service Management & Dietetics	<i>Thanuja</i> 24/03/2025
	Dr B Baby Shakila, Director of Physical Education	<i>B. Baby Shakila</i> 24/03/2025
	Ms S Pommi, Librarian	<i>S. Pommi</i> 24/3/2025
Student Representative	Ms. K. Harini, III B.Sc., N&D	<i>K. Harini</i> 24/3/2025
	Ms. M. Priyadharshini, III B.Com, 'C' section	<i>M. Priyadharshini</i> 24/3/25
Assistant IQC Coordinator	Dr S Jeyabharathi Assistant Professor, Dept of Microbiology	<i>S. Jeyabharathi</i> 24/3/25
IQAC Coordinator	Dr Sinthu Janita Prakash Dean of Science & Head, Dept of Computer Science	<i>Sinthu Janita Prakash</i> 24/3/25





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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of the IQAC Meeting**

The IQAC Meeting, Cauvery College for Women (Autonomous), Tiruchirappalli was convened on 25.03.2025 at 10.00 A.M in the Rameshwari Nallusamy Hall.

The following members were present:

1. Dr V Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Dr S Shameem, Vice Principal, CCW(A)
3. Dr G Kanaga, Dean of Alumni, CCW(A)
4. Dr N Savithri, Dean of Arts, CCW(A)
5. Ms V Ramya, Controller of Examinations, CCW(A)
6. Dr N Siva Priya, Deputy Controller of Examinations CCW(A)
7. Dr P Urmila, Member, CCW(A)
8. Dr S Jayashree Agarwal, Member, CCW(A)
9. Dr. Metilda Bhuvaneswari, Member, CCW(A)
10. Dr J Tamil Selvi, Member, CCW(A)
11. Dr S Premalatha, Member, CCW(A)
12. Dr G Maheswari, Member, CCW(A)
13. Dr P Amirtham, Member, CCW(A)
14. Ms N Girubagari, Member, CCW(A)
15. Dr R Merlin Packiam, Member, CCW(A)
16. Dr M Parveen , Member, CCW(A)
17. Dr B Tamilmaraiselvi, Member, CCW(A)
18. Dr S Rameshwari, Member, CCW(A)
19. Ms B Thanuja, Member, CCW(A)
20. Dr B Baby Shakila, Member, CCW(A)
21. Ms S Pommi, Librarian, CCW(A)
22. Ms K Harini, Student Member, CCW(A)
23. Ms M Priyadharshini, Student Member, CCW(A)
24. Dr S Jeyabharathi, Member, Assistant IQAC Coordinator, CCW(A)
25. Dr V Sinthu Janita Prakash, Dean of Science & Coordinator, IQAC, CCW(A)

## Agenda:

1. Confirmation of the Minutes of the Previous Meeting held on 26.02.2025 and the Review of the Action Taken Report
2. Planning for IQAC annual activity for the Academic year 2025-26
3. Analysis of NAAC Peer team report
4. Any other matter with the permission of the Chair

The meeting began with Chair Person of IQAC, CCW(A) Dr. Mrs. V. Sujatha, Principal of the College on extending a warm welcome to all the members.

The IQAC Coordinator, Dr. V. Sinthu Janita brought forth the items in the agenda and the members have discussed and the following resolutions were taken

### ***Resolution 1: Confirmation of the Minutes of the Previous Meeting held on 26.02.2025 and the Review of the Action Taken Report of the Previous Meeting***

Dr. S. Jeyabharathi, Assistant IQAC Coordinator, CCW(A), presented the Minutes of the Meeting and the Action Taken Report of the meeting held on 26.02.2025 and was confirmed by the members present in the meeting.

### ***Resolution 2: Planning for IQAC annual activity for the Academic year 2025-26***

Dr. V. Sinthu Janita Prakash, IQAC Coordinator and Dean of Science, CCW (A), Briefly discussed about the IQAC annual activities for the Academic year 2025-26 with all the IQAC internal team members.

### ***Resolution 3: Analysis of NAAC Peer team report***

Dr. V. Sujatha, Chair Person of IQAC, CCW(A) and Dr. V. Sinthu Janita Prakash, IQAC Coordinator and Dean of Science, CCW (A), enquired about the External NAAC peer team report submitted by Dr. D. I. George Amalarethinam, Principal, Associate Professor & Head, Dept. of Computer Science, Jamal Mohamed College(A), Tiruchirappalli-20 and Dr.E. George Dharma Prakash Raj, Professor & Chair, Dept. of Computer Science, Engineering and Applications, Bharathidasan University, Khajamalai Campus, Tiruchitrappalli- 24 with all Criterion in charges.

(These minutes are prepared and circulated with the approval of the Chairperson)



Dr V Sinthu Janita

**IQAC COORDINATOR**  
Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018,  
Tamilnadu.



Dr V Sujatha



Chair Person & The Principal  
**Principal**  
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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 25.03.2025

Venue: Rameshwari Nallusamy hall

IQAC Composition	Members	Signature
Chair Person	Dr Mrs V Sujatha, Principal	V. Sujatha
Ex-Officio	Ms V Ramya, Controller of Examinations	M. Ramya 25/3/25
	Dr N Siva Priya, Deputy Controller of Examinations	N. Siva Priya 25/3/25
Teachers	Dr S Ramalakshmi, Vice Principal	S. Ramalakshmi 25/3/25
	Dr S Shameem, Vice Principal	S. Shameem 25.3.25
	Dr N Savithri, Dean of Arts	N. Savithri 25/3/25
	Dr G Kanaga, Dean of Alumnae Relations	G. Kanaga 25/3/2025
	Dr P Urmila, Head, Dept of English (PG)	P. Urmila 25/3/25
	Dr Jayashree Agarwal, Head, Dept of English (UG)	J. Agarwal 25/3/25
	Dr Metilda Bhuvaneswari, Head, Dept of Social Work	M. Bhuvaneswari 25/03/2025
	Dr J Tamil Selvi, Head, Dept of BBA	J. Tamil Selvi 25/3/25
	Dr S Prema Latha, Head, Dept of Mathematics	S. Prema Latha 25/3/25
	Dr G Maheswari, Head, Dept of Physics	G. Maheswari 25/3/25
	Dr P Pungayee @ Amirtham, Head, Dept of Chemistry	P. Pungayee 25/3/25
	Ms N Girubagari, Head-in- Charge, Dept of Computer Science	N. Girubagari 25/03/25
	Dr R Merlin Packiam, Head, Dept of Computer Applications	R. Merlin Packiam 25/3/25
	Dr M Parveen, Head, Dept of Information Technology	M. Parveen 25/3/2025
	Dr B Thamilmaraisevi, Head, Dept of Microbiology	B. Thamilmaraisevi 25/3/25
	Dr R Rameshwari, Head, Dept of Biotechnology	R. Rameshwari 25/3/25
	Dr B Thanuja, Head, Dept of Food Service Management & Dietetics	B. Thanuja 25/3/25

	Dr B Baby Shakila, Director of Physical Education	B. Baby Shakila 25/03/2025
	Ms S Pommi, Librarian	S. Pommi 25/3/2025
Student Representative	Ms. K. Harini, III B.Sc., N& D	K. Harini 25/3/2025
	Ms. M. Priyadharshini, III B.Com, 'C' section	M. Priyadharshini 25/3/2025
Assistant IQC Coordinator	Dr S Jeyabharathi Assistant Professor, Dept of Microbiology	S. Jeyabharathi 25/3/2025
IQAC Coordinator	Dr Sinthu Janita Prakash Dean of Science & Head, Dept of Computer Science	Sinthu Prakash 25/3/2025





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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

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**ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 26.02.2025**

<b>Plan of Action Proposed</b>	<b>Action Taken</b>
Analysis of the NAAC grade	Received A+ grade from NAAC for maintaining high standards in academic and institutional quality. Steps will be taken to sustain and further enhance quality benchmarks.
Planning of Academic and Administrative Audit	The Academic and Administrative audit was confirmed by Dr. G. Maheswari, Professor and Head, Dept. of Physics. The Internal Academic and Administrative audit was conducted on 01.04.2025. The analysis report was cumulated and published on College website.
Introduction of New Programmes and revival of M.Sc.,IT program	The formal approval from Bharathidasan University was obtained for the introduction of new courses - B. Com Business Analytics, B.Sc., in Artificial Intelligence and Machine Learning and B.Sc., Fashion Technology and Costume designing and reinitiation of M.Sc Information



Finalization of Research Awardees

After discussion with Principal and HoD'S the following faculty members were selected based on their Number of Publications and Citation index for the year 2024.

**Science:** 1. Dr. R. Gayathri, Associate Professor of Physics, has been acknowledged as the Best Researcher with the maximum publications in the Science stream for the year 2024.

2. Dr. G. Maheswari, Professor & Head of the Department of Physics, has been recognized as the Best Researcher with the maximum citations in Scopus and Web of Science databases in the Science stream for the year 2024.

**Arts:** 1. Dr. G. Kanaga, Professor and Dean of Alumnae Relations, has been honoured as the Best Researcher with the maximum publications in the Arts stream for the year 2024.



Dr V Sinthu Janita

IQAC COORDINATOR  
Cauvery College For Women  
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Dr V Sujatha



Chair Person & The Principal

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**INTERNAL QUALITY ASSURANCE CELL**

**Circular No: 04**

**Date:- 24/02/2025**

**To:-The Internal members of Internal Quality Assurance cell**

**Sub: IQAC Meeting on 26.02.2025 at 10.00 a.m**

This is to inform the Internal Members of the *Internal Quality Assurance Cell* to be present in Rameswari Nallusamy hall on 26<sup>th</sup> February 2025 for the Fourth Periodical Meet of 2024- 2025. The meeting will begin sharp at 10.00 a.m.



**Agenda:**

1. Review of Action Taken Report
2. Analysis of the NAAC grade
3. Planning of Academic and Administrative Audit
4. Introduction of New Programs and revival of M.Sc., IT Program
5. Finalization of Research Awardees
6. Any other matter with the permission of the Chair

*V. V. V. V.*  
Chairperson of the IQAC & The Principal

**Principal**  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Date: 24.02.2025

IQAC Composition	Members	Signature
Chair Person	Dr Mrs V Sujatha, Principal	<i>V. Sujatha</i>
Ex-Officio	Ms V Ramya, Controller of Examinations	<i>M. Ramya</i> 24/2/25
	Dr N Siva Priya, Deputy Controller of Examinations	<i>N. Siva Priya</i> 24/2/25
Teachers	Dr S Ramalakshmi, Vice Principal	<i>S. Ramalakshmi</i> 20/11/24
	Dr S Shameem, Vice Principal	<i>S. Shameem</i> 24/2/25
	Dr N Savithri, Dean of Arts	<i>N. Savithri</i> 24/2/25
	Dr G Kanaga, Dean of Alumnae Relations	<i>G. Kanaga</i> 24/2/25
	Dr P Urmila, Head, Dept of English (PG)	<i>P. Urmila</i> 24/2/25
	Dr Jayashree Agarwal, Head, Dept of English (UG)	<i>J. Agarwal</i> 24/2/25
	Dr Metilda Bhuvaneswari, Head, Dept of Social Work	<i>M. Bhuvaneswari</i> 24/02/2025
	Dr J Tamil Selvi, Head, Dept of BBA	<i>J. Tamil Selvi</i> 24/02/25
	Dr S Prema Latha, Head, Dept of Mathematics	<i>S. Prema Latha</i> 24/2/25
	Dr G Maheswari, Head, Dept of Physics	<i>G. Maheswari</i> 24/2/25
	Dr P Pungayee @ Amirtham, Head, Dept of Chemistry	<i>P. Pungayee</i> 24/2/25
	Ms N Girubagari, Head-in- Charge, Dept of Computer Science	<i>N. Girubagari</i> 24/2/25
	Dr R Merlin Packiam, Head, Dept of Computer Applications	<i>R. Merlin Packiam</i> 24/2/25
	Dr M Parveen, Head, Dept of Information Technology	<i>M. Parveen</i> 24/2/25
	Dr B Thamilmaraivelvi, Head, Dept of Microbiology	<i>B. Thamilmaraivelvi</i> 24/2/25
	Dr R Rameshwari, Head, Dept of Biotechnology	<i>R. Rameshwari</i> 24/2/25

	Dr B Thanuja, Head, Dept of Food Service Management & Dietetics	Aditya 24/02/2025
	Dr B Baby Shakila, Director of Physical Education	B. Baby Shakila 24/02/2025
	Ms S Pommi, Librarian	S. Pommi 24/2/2025
Student Representative	Ms. K. Harini, III B.Sc., N&D	K. Harini 24/2/25
	Ms. M. Priyadharshini, III B.Com, 'C' section	M. Priyadharshini 24/2/25
Assistant IQC Coordinator	Dr S Jeyabharathi Assistant Professor, Dept of Microbiology	S. Jeyabharathi 24/2/25
IQAC Coordinator	Dr Sinthu Janita Prakash Dean of Science & Head, Dept of Computer Science	Sinthu Prakash 24/2/25





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**Tiruchirappalli – 620 018**  
**INTERNAL QUALITY ASSURANCE CELL**

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**Minutes of the meeting**

The IQAC Meeting, Cauvery College for Women (Autonomous), Tiruchirappalli was convened on 26.02.2025 at 10.00 A.M in the Rameshwari Nallusamy Hall.

**The following members were present:**

1. Dr V Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Dr S Shameem, Vice Principal, CCW(A)
3. Dr G Kanaga, Dean of Alumni, CCW(A)
4. Dr N Savithri, Dean of Arts, CCW(A)
5. Ms V Ramya, Controller of Examinations, CCW(A)
6. Dr N Siva Priya, Deputy Controller of Examinations CCW(A)
7. Dr P Urmila, Member, CCW(A)
8. Dr S Jayashree Agarwal, Member, CCW(A)
9. Dr. Metilda Bhuvaneshwari, Member, CCW(A)
10. Dr J Tamil Selvi, Member, CCW(A)
11. Dr S Premalatha, Member, CCW(A)
12. Dr G Maheshwari, Member, CCW(A)
13. Dr P Amirtham, Member, CCW(A)
14. Ms N Girubagari, Member, CCW(A)
15. Dr R Merlin Packiam, Member, CCW(A)
16. Dr M Parveen , Member, CCW(A)
17. Dr B Tamilmaraiselvi, Member, CCW(A)
18. Dr S Rameshwari, Member, CCW(A)
19. Ms B Thanuja, Member, CCW(A)
20. Dr B Baby Shakila, Member, CCW(A)
21. Ms S Pommi, Librarian, CCW(A)
22. Ms K Harini, Student Member, CCW(A)
23. Ms M Priyadharshini, Student Member, CCW(A)
24. Dr S Jeyabharathi, Member, Assistant IQAC Coordinator, CCW(A)
25. Dr V Sinthu Janita Prakash, Dean of Science & Coordinator, IQAC, CCW(A)

## **Agenda:**

1. Confirmation of the Minutes of the Previous Meeting held on 20.12.2024 and the Review of the Action Taken Report
2. Analysis of the NAAC grade
3. Planning of Academic and Administrative Audit
4. Introduction of New Programmes and revival of M.Sc.,IT program
5. Finalization of Research Awardees
6. Any other matter with the permission of the Chair

The meeting began with Chair Person of IQAC, CCW(A) Dr. Mrs. V. Sujatha, Principal of the College on extending a warm welcome to all the members.

The IQAC Coordinator, Dr. V. Sinthu Janita brought forth the items in the agenda and the members have discussed and the following resolutions were taken

### ***Resolution 1: Confirmation of the Minutes of the Previous Meeting held on 20.12.2024 and the Review of the Action Taken Report of the Previous Meeting***

Dr. S. Jeyabharathi, Assistant IQAC Coordinator, CCW (A), presented the Minutes of the Meeting and the Action Taken Report of the meeting held on 20.12.2024 and was confirmed by the members present in the meeting.

### ***Resolution 2: Analysis of the NAAC grade***

Dr. V. Sinthu Janita Prakash, IQAC Coordinator and Dean of Science, CCW (A), discussed the grading received in each metric within the various criteria. She elaborated on the performance across different parameters and highlighted areas where improvements could be made to enhance the institution's overall rating in future assessments

### ***Resolution 3: Planning of Academic and Administrative Audit***

A discussion was held regarding the planning of the Academic and Administrative Audit (AAA) for this semester. The focus was on the strategic approach to conducting the audit, ensuring it aligns with the institution's academic and administrative goals for continuous improvement.

### ***Resolution 4: Introduction of New Programmes and revival of M.Sc., IT program***

The introduction of new courses, B. Com Business Analytics, B.Sc., in Artificial Intelligence and Machine Learning and B.Sc., Fashion Technology and Costume designing and the proposed M.Sc Information Technology, was discussed. The formal procedure for obtaining approval from the university was outlined, and the respective departments were instructed to initiate the approval process in accordance with the established guidelines.

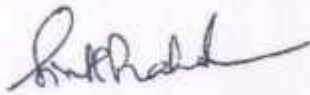
### ***Resolution 5: Finalization of Research Awardees***

The finalization of the Research Awardees for the year 2024 took place during the meeting. The following individuals were recognized for their outstanding contributions to research:



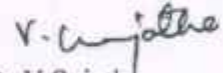
1. Dr. R. Gayathri, Associate Professor of Physics, has been acknowledged as the Best Researcher with the maximum publications in the Science stream for the year 2024.
2. Dr. G. Maheswari, Professor & Head of the Department of Physics, has been recognized as the Best Researcher with the maximum citations in Scopus and Web of Science databases in the Science stream for the year 2024.
3. Dr. G. Kanaga, Professor and Dean of Alumnae Relations, has been honoured as the Best Researcher with the maximum publications in the Arts stream for the year 2024.

(These minutes are prepared and circulated with the approval of the Chairperson)



Dr V Sinthu Janita

IQAC COORDINATOR  
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Dr V Sujatha



Chair Person & The Principal

Principal  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Date: 26.02.2025**

**Venue: Rameshwari Nallusamy hall**

<b>IQAC Composition</b>	<b>Members</b>	<b>Signature</b>
Chair Person	Dr Mrs V Sujatha, Principal	V. Sujatha
Ex-Officio	Ms V Ramya, Controller of Examinations	M. Ramya 26/2/25
	Dr N Siva Priya, Deputy Controller of Examinations	N. Siva Priya 26/2/25
Teachers	Dr S Ramalakshmi, Vice Principal	S. Ramalakshmi 26/2/25
	Dr S Shameem, Vice Principal	S. Shameem 26/2/25
	Dr N Savithri, Dean of Arts	N. Savithri 26/2/25
	Dr G Kanaga, Dean of Alumnae Relations	G. Kanaga 26/2/25
	Dr P Urmila, Head, Dept of English (PG)	P. Urmila 26/2/25
	Dr Jayashree Agarwal, Head, Dept of English (UG)	J. Agarwal 26/2/25
	Dr Metilda Bhuvaneswari, Head, Dept of Social Work	M. Bhuvaneswari 26/02/2025
	Dr J Tamil Selvi, Head, Dept of BBA	J. Tamil Selvi 26/02/25
	Dr S Prema Latha, Head, Dept of Mathematics	S. Prema Latha 26/2/25
	Dr G Maheswari, Head, Dept of Physics	G. Maheswari 26/2/25
	Dr P Pungayee @ Amirtham, Head, Dept of Chemistry	P. Pungayee 26/2/25
	Ms N Girubagari, Head-in- Charge, Dept of Computer Science	N. Girubagari 26/2/25
	Dr R Merlin Packiam, Head, Dept of Computer Applications	R. Merlin Packiam 26/2/25
	Dr M Parveen, Head, Dept of Information Technology	M. Parveen 26/2/25
	Dr B Thamilmaraivelvi, Head, Dept of Microbiology	B. Thamilmaraivelvi 26/2/25
	Dr R Rameshwari, Head, Dept of Biotechnology	R. Rameshwari 26/2/25
	Dr B Thanuja, Head, Dept of Food Service Management & Dietetics	B. Thanuja 26/02/2025



	Dr B Baby Shakila, Director of Physical Education	B. Baby M 26/12/2025
	Ms S Pommi, Librarian	S. Pommi 26/12/2025
Student Representative	Ms. K. Harini, III B.Sc., N& D	K. Harini 26/12/2025
	Ms. M. Priyadharshini, III B.Com, 'C' section	M. Priyadharshini 26/12/25
Assistant IQC Coordinator	Dr S Jeyabharathi Assistant Professor, Dept of Microbiology	S. Jeyabharathi 26/12/25
IQAC Coordinator	Dr Sinthu Janita Prakash Dean of Science & Head, Dept of Computer Science	Sinthu Prakash 26/12/25



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**INTERNAL QUALITY ASSURANCE CELL**

**ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 20.12.2024**

Plan of Action Proposed	Action Taken
Preparation of NAAC Visit	The NAAC Peer Team Visit was scheduled on January 3 and 4, 2025, with a three-member team allocated by NAAC for the institutional assessment.
Plan of Action for the Even Semester	The Academic Plan for the Even Semester 2024–25 was implemented as per the proposed schedule. All academic activities, including assessments, Practicals and internal evaluations, were carried out smoothly and efficiently, ensuring the timely completion of the curriculum and maintaining academic standards.
Process of AICTE Approval for BCA and BBA Courses	The process for obtaining AICTE approval for the BCA and BBA courses was initiated, and the AICTE approval application form has been completed and submitted for review.
Submission of AQAR 2023-24	The Annual Quality Assurance Report (AQAR) for the academic year 2023–24 was submitted to NAAC on December 31, 2024, and was subsequently approved on January 31, 2025.
Submission of AISHE 2023-24	The AISHE report for the academic year 2023–24 was submitted on December 27, 2024.
Submission of NIRF 2023-2024	The NIRF report for the academic year 2023–24 was submitted on December 15, 2024.

Dr V Sinthu Janita

**IQAC COORDINATOR**  
**Cauvery College For Women**  
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**Annamalai Nagar,**  
**Tiruchirappalli - 620 018,**  
**Tamilnadu.**

Dr V Sujatha



**Chair Person & The Principal**  
**Principal**  
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**INTERNAL QUALITY ASSURANCE CELL**

**Circular No: 03**

**Date:- 18/12/2024**

**To:-The Internal members of Internal Quality Assurance cell**

**Sub: IQAC Meeting on 20.12.2024 at 10.00 a.m**

This is to inform the Internal Members of the *Internal Quality Assurance Cell* to be present in Rameswari Nallusamy hall on 20<sup>th</sup> December 2024 for the Third Periodical Meet of 2024- 2025. The meeting will begin sharp at 10.00 a.m.



**Agenda:**

1. Review of Action Taken Report
2. Preparation of NAAC Visit
3. Plan of Action for the Even Semester
4. Process of AICTE Approval for BCA and BBA Courses
5. Submission of AQAR 2023-24
6. Submission of AISHE 2023-24
7. Submission of NIRF 2023-2024
8. Any other matter with the permission of the Chair

*V. V. V. V.*  
Chairperson of the IQAC & The Principal

**Principal**  
Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018,  
Tamilnadu.





# CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS)

Nationally Accredited (III Cycle) with "A" Grade by NAAC

ISO 9001:2015 certified

Tiruchirappalli - 620 018

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 18.12.2024

IQAC Composition	Members	Signature
Chair Person	Dr Mrs V Sujatha, Principal	V. Sujatha
Ex-Officio	Ms V Ramya, Controller of Examinations	M. Ramya
	Dr N Siva Priya, Deputy Controller of Examinations	N. Siva Priya
Teachers	Dr S Ramalakshmi, Vice Principal	S. Ramalakshmi
	Dr S Shameem, Vice Principal	S. Shameem
	Dr N Savithri, Dean of Arts	N. Savithri
	Dr G Kanaga, Dean of Alumnae Relations	G. Kanaga
	Dr P Urmila, Head, Dept of English (PG)	P. Urmila
	Dr Jayashree Agarwal, Head, Dept of English (UG)	J. Agarwal
	Dr Metilda Bhuvaneswari, Head, Dept of Social Work	M. Bhuvaneswari
	Dr J Tamil Selvi, Head, Dept of BBA	J. Tamil Selvi
	Dr S Prema Latha, Head, Dept of Mathematics	S. Prema Latha
	Dr G Maheswari, Head, Dept of Physics	G. Maheswari
	Dr P Pungayee @ Amirtham, Head, Dept of Chemistry	P. Pungayee
	Ms N Girubagari, Head-in- Charge, Dept of Computer Science	N. Girubagari
	Dr R Merlin Packiam, Head, Dept of Computer Applications	R. Merlin Packiam
	Dr M Parveen, Head, Dept of Information Technology	M. Parveen
	Dr B Thamilmaraiselvi, Head, Dept of Microbiology	B. Thamilmaraiselvi
	Dr R Rameshwari, Head, Dept of Biotechnology	R. Rameshwari

	Dr B Thanuja, Head, Dept of Food Service Management & Dietetics	<i>Thanuja</i> 18/12/2024
	Dr B Baby Shakila, Director of Physical Education	<i>B. Baby Shakila</i> 18/12/2024
	Ms S Pommi, Librarian	<i>S. Pommi</i> 18/12/2024
Student Representative	Ms. K. Harini, III B.Sc., N&D	<i>K. Harini</i> 18/12/2024
	Ms. M. Priyadharshini, III B.Com, 'C' section	<i>M. Priyadharshini</i> 18/12/24
Assistant IQC Coordinator	Dr S Jeyabharathi Assistant Professor, Dept of Microbiology	<i>S. Jeyabharathi</i> 18/12/24
IQAC Coordinator	Dr Sinthu Janita Prakash Dean of Science & Head, Dept of Computer Science	<i>Sinthu Prakash</i> 18/12/24





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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of the IQAC Meeting**

The IQAC Meeting, Cauvery College for Women (Autonomous), Tiruchirappalli was convened on 20.12.2024 at 10.00 A.M in the Rameshwari Nallusamy Hall.

**The following members were present:**

1. Dr V Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Dr S Shameem, Vice Principal, CCW(A)
3. Dr G Kanaga, Dean of Alumni, CCW(A)
4. Dr N Savithri, Dean of Arts, CCW(A)
5. Ms V Ramya, Controller of Examinations, CCW(A)
6. Dr N Siva Priya, Deputy Controller of Examinations CCW(A)
7. Dr P Urmila, Member, CCW(A)
8. Dr S Jayashree Agarwal, Member, CCW(A)
9. Dr. Metilda Bhuvaneswari, Member, CCW(A)
10. Dr J Tamil Selvi, Member, CCW(A)
11. Dr S Premalatha, Member, CCW(A)
12. Dr G Maheswari, Member, CCW(A)
13. Dr P Amirtham, Member, CCW(A)
14. Ms N Girubagari, Member, CCW(A)
15. Dr R Merlin Packiam, Member, CCW(A)
16. Dr M Parveen , Member, CCW(A)
17. Dr B Tamilmaraiselvi, Member, CCW(A)
18. Dr S Rameshwari, Member, CCW(A)
19. Ms B Thanuja, Member, CCW(A)
20. Dr B Baby Shakila, Member, CCW(A)
21. Ms S Pommi, Librarian, CCW(A)
22. Ms K Harini, Student Member, CCW(A)
23. Ms M Priyadharshini, Student Member, CCW(A)
24. Dr S Jeyabharathi, Member, Assistant IQAC Coordinator, CCW(A)
25. Dr V Sinthu Janita Prakash, Dean of Science & Coordinator, IQAC, CCW(A)

## **Agenda:**

1. Confirmation of the Minutes of the Previous Meeting held on 14.10.2024 and the Review of the Action Taken Report
2. Preparation of NAAC Visit
3. Plan of Action for the Even Semester
4. Process of AICTE Approval for BCA and BBA Courses
5. Submission of AQAR 2023-24
6. Submission of AISHE 2023-24
7. Submission of NIRF 2023-2024
8. Any other matter with the permission of the Chair

The meeting began with Chair Person of IQAC, CCW(A) Dr. Mrs. V. Sujatha, Principal of the College on extending a warm welcome to all the members.

The IQAC Coordinator, Dr. V. Sinthu Janita brought forth the items in the agenda and the members have discussed and the following resolutions were taken

### ***Resolution 1: Confirmation of the Minutes of the Previous Meeting held on 14.10.2024 and the Review of the Action Taken Report of the Previous Meeting***

Dr. S. Jeyabharathi, Assistant IQAC Coordinator, CCW (A), presented the Minutes of the Meeting and the Action Taken Report of the meeting held on 14.10.2024 and was confirmed by the members present in the meeting.

### ***Resolution 2: Preparation of NAAC Visit***

Principal Dr. V. Sujatha, IQAC Coordinator and Dean of Science Dr. V. Sinthu Janita Prakash, and Steering Committee Coordinator and Controller of Examinations Ms. V. Ramya CCW (A) elaborately discussed the departmental pre-preparations and necessary documentation required for the upcoming NAAC peer team visit.

### ***Resolution 3: Plan of Action for the Even Semester***

Dr. V. Ramya, Controller of Examinations, CCW (A), briefly discussed the plan of action for the even semester. Since all departments need to prepare for their NAAC requirements, they are advised to follow the plan diligently to reduce their workload

### ***Resolution 4: Process of AICTE Approval for BCA and BBA Courses***

Dr. Merlin Packiam, Professor and Head, Department of BCA, and Dr. Thamilselvi, Professor and Head, Department of BBA, CCW (A), prepared the preliminary data for AICTE approval. The data was reviewed by Dr. V. Sujatha, Principal, CCW (A), who provided her insights to address the basic queries in the AICTE format.



**Resolution 5: Submission of AQAR 2023-24**

Dr. V. Sujatha, Chairperson of the Internal Quality Assurance Cell (IQAC), provided comprehensive guidance to the Criterion in-charges on incorporating the necessary updates and modifications in the Annual Quality Assurance Report (AQAR) for the academic year 2023-24. Additionally, she shared her insights on effective strategies for collecting, organizing, and consolidating data, highlighting the importance of adhering to NAAC's recommended formats and standards to facilitate a streamlined and efficient accreditation process.

**Resolution 6: Submission of AISHE 2023-2024**

The members of the IQAC team held a discussion with Nodal Officer of AISHE, regarding the preparation and submission of data to the AISHE portal for the academic year 2023-2024. The date of submission of the AISHE report and the list of required documents were also discussed during the meeting.

**Resolution 7: Submission of NIRF 2023-2024**

The Chairperson and Coordinator of IQAC shared their insights with NIRF Coordinator, regarding the collection and submission of NIRF data for the academic year 2023-2024. The timeline for submission and the required supporting documents were also discussed during the meeting.

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(These minutes are prepared and circulated with the approval of the Chairperson)



Dr V Sinthu Janita

**IQAC COORDINATOR**  
Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018,  
Tamilnadu.



Dr V Sujatha



Chair Person & The Principal  
**Principal**  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Date: 20.12.2024

Venue: Rameshwari Nallusamy hall

IQAC Composition	Members	Signature
Chair Person	Dr Mrs V Sujatha, Principal	<i>V. Sujatha</i> 20/12/24
Ex-Officio	Ms V Ramya, Controller of Examinations	<i>V. Ramya</i> 20/12/24
	Dr N Siva Priya, Deputy Controller of Examinations	<i>N. Siva Priya</i> 20/12/24
Teachers	Dr S Ramalakshmi, Vice Principal	<i>S. Ramalakshmi</i> 20/12/24
	Dr S Shameem, Vice Principal	<i>S. Shameem</i> 20/12/24
	Dr N Savithri, Dean of Arts	<i>N. Savithri</i> 20/12/24
	Dr G Kanaga, Dean of Alumnae Relations	<i>G. Kanaga</i> 20/12/24
	Dr P Urmila, Head, Dept of English (PG)	<i>P. Urmila</i> 20/12/24
	Dr Jayashree Agarwal, Head, Dept of English (UG)	<i>J. Agarwal</i> 20/12/24
	Dr Metilda Bhuvaneswari, Head, Dept of Social Work	<i>M. Bhuvaneswari</i> 20/12/24
	Dr J Tamil Selvi, Head, Dept of BBA	<i>J. Tamil Selvi</i> 20/12/24
	Dr S Prema Latha, Head, Dept of Mathematics	<i>S. Prema Latha</i> 20/12/24
	Dr G Maheswari, Head, Dept of Physics	<i>G. Maheswari</i> 20/12/24
	Dr P Pungayee @ Amirtham, Head, Dept of Chemistry	<i>P. Pungayee</i> 20/12/24
	Ms N Girubagari, Head-in- Charge, Dept of Computer Science	<i>N. Girubagari</i> 20/12/24
	Dr R Merlin Packiam, Head, Dept of Computer Applications	<i>R. Merlin Packiam</i> 20/12/24
	Dr M Parveen, Head, Dept of Information Technology	<i>M. Parveen</i> 20/12/24
	Dr B Thamilmaraiselvi, Head, Dept of Microbiology	<i>B. Thamilmaraiselvi</i> 20/12/24
	Dr R Rameshwari, Head, Dept of Biotechnology	<i>R. Rameshwari</i> 20/12/24
	Dr B Thanuja, Head, Dept of Food Service Management & Dietetics	<i>B. Thanuja</i> 20/12/24



	Dr B Baby Shakila, Director of Physical Education	B. Baby Shakila 20/12/24
	Ms S Pommi, Librarian	S. Pommi 20/12/2024
Student Representative	Ms. K. Harini, III B.Sc., N& D	K. Harini 20/12/2024
	Ms. M. Priyadharshini, III B.Com, 'C' section	M. Priyadharshini 20/12/24
Assistant IQC Coordinator	Dr S Jeyabharathi Assistant Professor, Dept of Microbiology	S. Jeyabharathi 20/12/24
IQAC Coordinator	Dr Sinthu Janita Prakash Dean of Science & Head, Dept of Computer Science	S. Sinthu Janita Prakash 20/12/24



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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 14.10.2024**

Plan of Action Proposed	Action Taken
Submission of Student Satisfaction Survey	The Student Satisfaction Survey (SSS) process was monitored by Dr. J. Sangeetha, Criterion II In-charge, CCW (A). All departmental Criterion II in-charges were instructed to explain the survey procedure to the students and ensure that they followed the given instructions. With their effective guidance, 50% of the students successfully submitted their valuable feedback for NAAC
Status of SSR	After receiving the necessary approval from Madam Principal, the IQAC team meticulously compiled and submitted the NAAC-SSR on October 7, 2024. The submission involved a detailed and comprehensive collection of data, reflecting the institution's continuous efforts towards maintaining high academic standards. Following a thorough review process by NAAC, the SSR was successfully approved on November 21, 2024.
Discussion of results from INFLIBNET	The NAAC core team members, along with Dr. R. Gayathri, Criterion III In-charge, CCW (A), discussed the results derived from INFLIBNET. After a detailed evaluation of the data, it was observed that the count of research papers had increased reflecting a positive growth in the institution's research output.
NEP SAARTHI October Activity	As part of the NEP calendar, volunteers are required to conduct one activity each month and submit the corresponding report to the NEP portal. In accordance with this schedule, the team organized a 'Nukkad Natak - Street Play' on October 18, 2024, for the month of October.

Dr V Sinthu Janita

**IQAC COORDINATOR**  
Cauvery College For Women  
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Annamalai Nagar,  
Tiruchirappalli - 620 018,  
Tamilnadu.

Dr V Sujatha



Chair Person & The Principal

**Principal**  
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INTERNAL QUALITY ASSURANCE CELL

Circular No: 02

Date:- 10/10/2024

To:-The Internal members of Internal Quality Assurance cell

Sub: IQAC Meeting on 14.10.2024 at 11.00 a.m

This is to inform the Internal Members of the *Internal Quality Assurance Cell* to be present in Rameswari Nallusamy hall on 14<sup>th</sup> October 2024 for the Second Periodical Meet of 2024- 2025. The meeting will begin sharp at 11.00 a.m.



Agenda:

1. Review of Action Taken Report
2. Submission of Student Satisfaction Survey
3. Status of SSR
4. Discussion of results from INFLIBNET
5. Plan of NEP Saarthi October Activity
6. Any other matter with the permission of the Chair

V. *Vijalthe*  
Chairperson of the IQAC & The Principal

Principal  
Cauvery College For Women  
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Tiruchirappalli - 620 018.  
Tamilnadu.




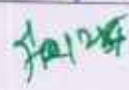
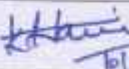
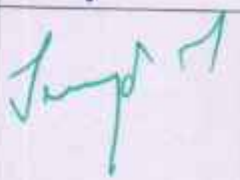
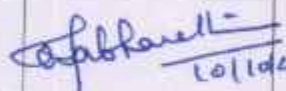
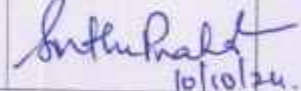
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Date: 10.10.2024

IQAC Composition	Members	Signature
Chair Person	Dr Mrs V Sujatha, Principal	V. Sujatha
Ex-Officio	Ms V Ramya, Controller of Examinations	V. Ramya
	Dr N Siva Priya, Deputy Controller of Examinations	N. Siva Priya
Teachers	Dr S Ramalakshmi, Vice Principal	S. Ramalakshmi
	Dr S Shameem, Vice Principal	S. Shameem
	Dr N Savithri, Dean of Arts	N. Savithri
	Dr G Kanaga, Dean of Alumnae Relations	G. Kanaga
	Dr P Urmila, Head, Dept of English (PG)	P. Urmila
	Dr Jayashree Agarwal, Head, Dept of English (UG)	J. Agarwal
	Dr Metilda Bhuvaneswari, Head, Dept of Social Work	M. Bhuvaneswari
	Dr J Tamil Selvi, Head, Dept of BBA	J. Tamil Selvi
	Dr S Prema Latha, Head, Dept of Mathematics	S. Prema Latha
	Dr G Maheswari, Head, Dept of Physics	G. Maheswari
	Dr P Pungayee @ Amirtham, Head, Dept of Chemistry	P. Pungayee
	Ms N Girubagari, Head-in- Charge, Dept of Computer Science	N. Girubagari
	Dr R Merlin Packiam, Head, Dept of Computer Applications	R. Merlin Packiam
	Dr M Parveen, Head, Dept of Information Technology	M. Parveen
	Dr B Thamilmaraivelvi, Head, Dept of Microbiology	B. Thamilmaraivelvi
	Dr R Rameshwari, Head, Dept of Biotechnology	R. Rameshwari



	Dr B Baby Shakila, Director of Physical Education	B. Baby 10/10/24
	Ms S Pommi, Librarian	 10/10/2024
Senior Administrative Officer	Mr K Thirunavukkarasu Manager	
Student Representatives	Ms. K. Harini, III B.Sc., N& D	 10/10/24
	Ms. M. Priyadharshini, III B.Com, 'C' section	M. Priyadharshini
External Academic Expert	Dr J O Jeryda Gnanajane Eljo Professor Department of Social Work Bharathidasan University Khajamalai Campus Tiruchirappalli-620 023	
Assistant IQC Coordinator	Dr S Jeyabharathi Associate Professor, Dept of Microbiology	 10/10/24
IQAC Coordinator	Dr Sinthu Janita Prakash Dean of Science & Head, Dept of Computer Science	 10/10/24



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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of the IQAC Meeting**

The IQAC Meeting, Cauvery College for Women (Autonomous), Tiruchirappalli was convened on 14.10.2024 at 10.00 A.M in the Rameshwari Nallusamy Hall.

**The following members were present:**

1. Dr V Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Dr S Shameem, Vice Principal, CCW(A)
3. Dr G Kanaga, Dean of Alumni, CCW(A)
4. Dr N Savithri, Dean of Arts, CCW(A)
5. Ms V Ramya, Controller of Examinations, CCW(A)
6. Dr N Siva Priya, Deputy Controller of Examinations CCW(A)
7. Dr P Urmila, Member, CCW(A)
8. Dr S Jayashree Agarwal, Member, CCW(A)
9. Dr. Metilda Bhuvaneswari, Member, CCW(A)
10. Dr J Tamil Selvi, Member, CCW(A)
11. Dr S Premalatha, Member, CCW(A)
12. Dr G Maheswari, Member, CCW(A)
13. Dr P Amirtham, Member, CCW(A)
14. Ms N Girubagari, Member, CCW(A)
15. Dr R Merlin Packiam, Member, CCW(A)
16. Dr M Parveen , Member, CCW(A)
17. Dr B Tamilmaraiselvi, Member, CCW(A)
18. Dr S Rameshwari, Member, CCW(A)
19. Ms B Thanuja, Member, CCW(A)
20. Dr B Baby Shakila, Member, CCW(A)
21. Ms S Pommi, Librarian, CCW(A)
22. Ms K Harini, Student Member, CCW(A)
23. Ms M Priyadharshini, Student Member, CCW(A)
24. Dr S Jeyabharathi, Member, Assistant IQAC Coordinator, CCW(A)
25. Dr V Sinthu Janita Prakash, Dean of Science & Coordinator, IQAC, CCW(A)



**Agenda:**

1. Confirmation of the Minutes of the Previous Meeting held on 05.07.2024 and the Review of the Action Taken Report
2. Submission of Student Satisfaction Survey
3. Status of SSR
4. Discussion of results from INFLIBNET
5. Plan of NEP Saarthi October Activity
6. Any other matter with the permission of the Chair

The meeting began with Chair Person of IQAC, CCW(A) Dr. Mrs. V. Sujatha, Principal of the College on extending a warm welcome to all the members.

The IQAC Coordinator, Dr. V. Sinthu Janita brought forth the items in the agenda and the members have discussed and the following resolutions were taken

***Resolution 1: Confirmation of the Minutes of the Previous Meeting held on 05.07.2024 and the Review of the Action Taken Report of the Previous Meeting***

Dr. S. Jeyabharathi, Assistant IQAC Coordinator, CCW(A), presented the Minutes of the Meeting and the Action Taken Report of the meeting held on 05.07.2024 and was confirmed by the members present in the meeting.

***Resolution 2: Submission of Student Satisfaction Survey***

Dr. J. Sangeetha, Criterion II in charge, CCW (A), Briefly discussed about the process of Student satisfaction survey. All the department Criterion II in charges are asked to explain the steps to the students and monitor the students to follow their instructions.

***Resolution 3: Status of SSR***

Dr. V. Sinthu Janita Prakash, IQAC Coordinator and Dean of Science, CCW (A), explained about the status of SSR.

***Resolution 4: Discussion of results from INFLIBNET***

Dr. V. Sujatha Chair Person of IQAC discussed with Criterion III in charges about the citation and H index received from INFLIBNET and respective publications are confirmed.


***Resolution 5: Plan of NEP Saarthi October Activity***

The Chair person and IQAC Coordinator of Science, CCW (A) instruct the student in charges of NEP Saarthi to perform "Nukkad Natak – Theru koothu" to create awareness on NEP 2020 for the Month of October as per the NEP calendar.

(These minutes are prepared and circulated with the approval of the Chairperson)

  
Dr V Sinthu Janita  
IQAC COORDINATOR  
Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018,  
Tamilnadu.



  
Dr V Sujatha  
Chair Person & The Principal  
Principal  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Date: 14.10.2024

Venue: Rameshwari Nallusamy hall

IQAC Composition	Members	Signature
Chair Person	Dr Mrs V Sujatha, Principal	V. Sujatha
Ex-Officio	Ms V Ramya, Controller of Examinations	V. Ramya
	Dr N Siva Priya, Deputy Controller of Examinations	N. Siva Priya
Teachers	Dr S Ramalakshmi, Vice Principal	S. Ramalakshmi
	Dr S Shameem, Vice Principal	S. Shameem
	Dr N Savithri, Dean of Arts	N. Savithri
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	Dr R Rameshwari, Head, Dept of Biotechnology	R. Rameshwari
	Ms B Thanuja, Head, Dept of Food Service Management & Dietetics	B. Thanuja



	Dr B Baby Shakila, Director of Physical Education	B. Baby 14/10/2024
	Ms S Pommi, Librarian	S. Pommi 14/10/2024
Senior Administrative Officer	Mr K Thirunavukkarasu Manager	K. Thirunavukkarasu
Student Representatives	Ms. K. Harini, III B.Sc., N& D	K. Harini 14/10/2024
	Ms. M. Priyadharshini, III B.Com, 'C' section	M. Priyadharshini
External Academic Expert	Dr J O Jeryda Gnanajane Eljo Professor Department of Social Work Bharathidasan University Khajamalai Campus Tiruchirappalli-620 023	J. O. Jeryda
Assistant IQC Coordinator	Dr S Jeyabharathi Associate Professor, Dept of Microbiology	S. Jeyabharathi 14/10/2024
IQAC Coordinator	Dr Sinthu Janita Prakash Dean of Science & Head, Dept of Computer Science	S. Sinthu Prakash 14/10/2024

14/10/24



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

**ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 05.07.2024**

Plan of Action Proposed	Action Taken
Status of IIQA	The IIQA of our college has been approved by NAAC on September 10, 2024
Preparation of NAAC SSR	The IQAC team after the approval from Madam Principal submitted the NAAC- SSR on October 7, 2024
Submission of AQAR 2023-24	The AQAR of 2023-2024 has been planned to Submit on 27 <sup>th</sup> December, 2024.
Preparation of AISHE 2023-24	The 2023-2024 datas of AISHE has been prepared and after the approval from Principal it has been uploaded once the portal open for submission.
Preparation of NIRF 2023-2024	The 2023-2024 datas of NIRF has been collected from the departments and submitted to the portal on 14 <sup>th</sup> December, 2024.
Learning Management System	The NAAC team visited Jamal Mohammed College (Autonomous), Tiruchirappalli on July 29, 2024. The demo session was given by Mr. Jafar Ali, Enterprise Resources Planning Administrator. He explained about the various parameters like student attendance management, mark entry, fine records, time table and tutor class notes sharing etc.
Plan of NEP Saarthi – Activities	The student volunteers of NEP – SAARTHI was approved by Principal. Every month the volunteers has to perform one of the NEP- calendar activity and they have to upload the report to NEP portal. For the month of August the Team conducted Debate competition for “Implementation of NEP, 2020” on September 16, 2024. The Prize winners were awarded with certificates and Books by college Student Union.

Dr V Sinthu Janita

**IQAC COORDINATOR**  
Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018,  
Tamilnadu.

Dr V Sujatha



Chair Person & The Principal

**Principal**

Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
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Tamilnadu.





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TRICHY- 620018.

INTERNAL QUALITY ASSURANCE CELL

Circular No: 01

Date:- 04/07/2024

To:-The Internal members of Internal Quality Assurance cell

Sub: IQAC Meeting on 05.07.2024 at 10.00 a.m

This is to inform the Internal Members of the *Internal Quality Assurance Cell* to be present in Rameswari Nallusamy hall on 5<sup>th</sup> July 2024 for the First Periodical Meet of 2024- 2025. The meeting will begin sharp at 10.00 a.m.



V. Vignesh

Chairperson of the IQAC & The Principal

Agenda:

1. Review of Action Taken Report
2. Status of IIQA
3. Preparation of NAAC SSR
4. Submission of AQAR 2023-24
5. Preparation of AISHE 2023-24
6. Preparation of NIRF 2023-2024
7. LMS
8. Plan of NEP Saarthi - Activities
9. Any other matter with the permission of the Chair

Principal  
Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018,  
Tamilnadu.

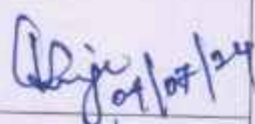
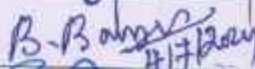


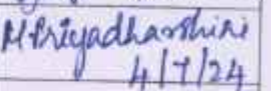
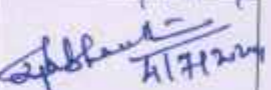
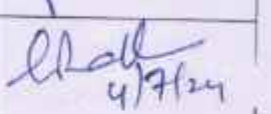


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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Date: 04.07.2024

IQAC Composition	Members	Signature
Chair Person	Dr Mrs V Sujatha, Principal	V. Sujatha
Ex-Officio	Ms V Ramya, Controller of Examinations	M. Ramya
	Dr N Siva Priya, Deputy Controller of Examinations	N. Siva Priya
Teachers	Dr S Ramalakshmi, Vice Principal	S. Ramalakshmi
	Dr S Shameem, Vice Principal	S. Shameem
	Dr N Savithri, Dean of Arts	N. Savithri
	Dr G Kanaga, Dean of Alumnae Relations	G. Kanaga
	Dr P Urmila, Head, Dept of English (PG)	P. Urmila
	Dr Jayashree Agarwal, Head, Dept of English (UG)	J. Agarwal
	Dr Metilda Bhuvaneswari, Head, Dept of Social Work	M. Bhuvaneswari
	Dr J Tamil Selvi, Head, Dept of BBA	J. Tamil Selvi
	Dr S Prema Latha, Head, Dept of Mathematics	S. Prema Latha
	Dr G Maheswari, Head, Dept of Physics	G. Maheswari
	Dr P Pungayee @ Amirtham, Head, Dept of Chemistry	P. Pungayee
	Ms N Girubagari, Head-in- Charge, Dept of Computer Science	N. Girubagari
	Dr R Merlin Packiam, Head, Dept of Computer Applications	R. Merlin Packiam
	Dr M Parveen, Head, Dept of Information Technology	M. Parveen
	Dr B Thamilmaraiselvi, Head, Dept of Microbiology	B. Thamilmaraiselvi
	Dr R Rameshwari, Head, Dept of Biotechnology	R. Rameshwari



	Ms B Thanuja, Head, Dept of Food Service Management & Dietetics	 04/07/24
	Dr B Baby Shakila, Director of Physical Education	 4/7/2024
	Ms S Pommi, Librarian	 4/7/2024
Student Representative	Ms. K. Harini, III B.Sc., N&D	 4/7/24
	Ms. M. Priyadharshini, III B.Com, 'C' section	 4/7/24
Assistant IQC Coordinator	Dr S Jeyabharathi Assistant Professor, Dept of Microbiology	 4/7/2024
IQAC Coordinator	Dr Sinthu Janita Prakash Dean of Science & Head, Dept of Computer Science	 4/7/24



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**TRICHY- 620018.**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

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**Minutes of the IQAC Meeting**

The IQAC Meeting, Cauvery College for Women (Autonomous), Tiruchirappalli was convened on 05.07.2024 at 10.00 A.M in the Rameshwari Nallusamy Hall.

**The following members were present:**

1. Dr V Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Dr S Shameem, Vice Principal, CCW(A)
3. Dr G Kanaga, Dean of Alumni, CCW(A)
4. Dr N Savithri, Dean of Arts, CCW(A)
5. Ms V Ramya, Controller of Examinations, CCW(A)
6. Dr N Siva Priya, Deputy Controller of Examinations CCW(A)
7. Dr P Urmila, Member, CCW(A)
8. Dr S Jayashree Agarwal, Member, CCW(A)
9. Dr. Metilda Bhuvaneswari, Member, CCW(A)
10. Dr J Tamil Selvi, Member, CCW(A)
11. Dr S Premalatha, Member, CCW(A)
12. Dr G Maheswari, Member, CCW(A)
13. Dr P Amirtham, Member, CCW(A)
14. Ms N Girubagari, Member, CCW(A)
15. Dr R Merlin Packiam, Member, CCW(A)
16. Dr M Parveen , Member, CCW(A)
17. Dr B Tamilmaraiselvi, Member, CCW(A)
18. Dr S Rameshwari, Member, CCW(A)
19. Ms B Thanuja, Member, CCW(A)
20. Dr B Baby Shakila, Member, CCW(A)
21. Ms S Pommil, Librarian, CCW(A)
22. Ms K Harini, Student Member, CCW(A)
23. Ms M Priyadharshini, Student Member, CCW(A)
24. Dr S Jeyabharathi, Member, Assistant IQAC Coordinator, CCW(A)
25. Dr V Sinthu Janita Prakash, Dean of Science & Coordinator, IQAC, CCW(A)



## **Agenda:**

1. Confirmation of the Minutes of the Previous Meeting held on 28.03.2024 and the Review of the Action Taken Report
2. Status of IIQA
3. Preparation of NAAC SSR
4. Submission of AQAR 2023-24
5. Preparation of AISHE 2023-24
6. Preparation of NIRF 2023-2024
7. LMS
8. Plan of NEP Saarthi - Activities
9. Any other matter with the permission of the Chair

The meeting began with Chair Person of IQAC, CCW(A) Dr. Mrs. V. Sujatha, Principal of the College on extending a warm welcome to all the members.

The IQAC Coordinator, Dr. V. Sinthu Janita brought forth the items in the agenda and the members have discussed and the following resolutions were taken

### ***Resolution 1: Confirmation of the Minutes of the Previous Meeting held on 28.03.2024 and the Review of the Action Taken Report of the Previous Meeting***

Dr. S. Jeyabharathi, Assistant IQAC Coordinator, CCW(A), presented the Minutes of the Meeting and the Action Taken Report of the meeting held on 28.03.2024 and was confirmed by the members present in the meeting.

### ***Resolution 2: Status of IIQA***

Dr. V. Sinthu Janita Prakash, IQAC Coordinator and Dean of Science, CCW (A), Briefly discussed about the status of IIQA.

### ***Resolution 3: Preparation of NAAC SSR***

Dr. V. Sinthu Janita Prakash, IQAC Coordinator and Dean of Science, CCW (A), Briefly discussed about the Qualitative and Quantitative metrics for preparation of NAAC SSR. Criterion in charges were asked to prepare a detailed comparative analysis with higher graded institutes for their metrics and also collect all the evidences with respect to their requirements.

### ***Resolution 4: Submission of AQAR 2023-24***

Dr. V. Sujatha Chair Person of IQAC guided the Criterion in charges to incorporate changes in AQAR 2023-24 preparation as per NAAC new Standard Operating Procedure manual Guidelines. Madam also shared her inputs for collecting and cumulating data as per NAAC recommendations.

### ***Resolution 5: Guidelines for Preparation of AISHE 2023-2024***

The members of IQAC team discussed with Dr. A. Bhuvaneswari, Nodal Officer of AISHE ask to prepare the data for the academic year 2023-2024.

**Resolution 6: Guidelines for Preparation of NIRF 2023-2024**

The chairperson and Coordinator of IQAC gave their insights to Dr. K. Kalaiarasi, NIRF coordinator ask to collect the NIRF data for the Academic year 2023 – 2024.

**Resolution 7: Learning Management System**

The Chairperson ask the NAAC team to visit to Jamal Mohammed College to enquire various parameters and process about Learning Management system.


**Resolution 8: Plan of NEP Saarthi – Activities**

Dr. V. Sinthu Janita Prakash, IQAC Coordinator and Dean of Science, CCW (A), Briefly discussed about the plan of NEP Saarthi activities. For every month the Student representatives of NEP Saarthi has to perform their Calendar activities and they have to upload the report of the activities in NEP Saarthi portal.

(These minutes are prepared and circulated with the approval of the Chairperson)

  
Dr V Sinthu Janita  
**IQAC COORDINATOR**  
Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018,  
Tamilnadu.



  
Dr V Sujatha  
Chair Person & The Principal  
**Principal**  
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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 05.07.2024

Venue: Rameshwari Nallusamy hall

IQAC Composition	Members	Signature
Chair Person	Dr Mrs V Sujatha, Principal	V. Sujatha
Ex-Officio	Ms V Ramya, Controller of Examinations	Ms V Ramya 5/7/24
	Dr N Siva Priya, Deputy Controller of Examinations	N. Siva Priya 5/7/24
Teachers	Dr S Ramalakshmi, Vice Principal	S. Ramalakshmi 5/7/24
	Dr S Shameem, Vice Principal	S. Shameem 5/7/24
	Dr N Savithri, Dean of Arts	N. Savithri 5/7/24
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	Dr P Urmila, Head, Dept of English (PG)	P. Urmila 5/7/24
	Dr Jayashree Agarwal, Head, Dept of English (UG)	J. Agarwal 5/7/24
	Dr Metilda Bhuvaneswari, Head, Dept of Social Work	M. Bhuvaneswari 05/07/2024
	Dr J Tamil Selvi, Head, Dept of BBA	J. Tamil Selvi 5/7/24
	Dr S Prema Latha, Head, Dept of Mathematics	S. Prema Latha 5/7/24
	Dr G Maheswari, Head, Dept of Physics	G. Maheswari 5/7/24
	Dr P Pungayee @ Amirtham, Head, Dept of Chemistry	P. Pungayee @ Amirtham 5/7/24
	Ms N Girubagari, Head-in- Charge, Dept of Computer Science	N. Girubagari 5/7/24
	Dr R Merlin Packiam, Head, Dept of Computer Applications	R. Merlin Packiam 5/7/24
	Dr M Parveen, Head, Dept of Information Technology	M. Parveen 5/7/24
	Dr B Thamilmaraivelvi, Head, Dept of Microbiology	B. Thamilmaraivelvi 05/7/24
	Dr R Rameshwari, Head, Dept of Biotechnology	R. Rameshwari 5/7/24
	Ms B Thanuja, Head, Dept of Food Service Management & Dietetics	B. Thanuja 05/07/24

	Dr B Baby Shakila, Director of Physical Education	B. Baby Shakila 5/7/24
	Ms S Pommi, Librarian	S. Pommi 5/7/2024
Student Representative	Ms. K. Harini, III B.Sc., N& D	K. Harini 5/7/24
	Ms. M. Priyadharshini, III B.Com, 'C' section	M. Priyadharshini 5/7/24
Assistant IQC Coordinator	Dr S Jeyabharathi Assistant Professor, Dept of Microbiology	S. Jeyabharathi 5/7/24
IQAC Coordinator	Dr Sinthu Janita Prakash Dean of Science & Head, Dept of Computer Science	S. Sinthu Janita Prakash 5/7/24