



IDHAYA ENGINEERING COLLEGE FOR WOMEN

CHINNASALEM-606 201, KALLAKURICHI DISTRICT, TAMIL NADU, INDIA.

Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai.

2(f) Status of UGC, An ISO 9001: 2015 Certified Institution

A Christian Minority Institution run by the Franciscan Sisters of the Immaculate Heart of Mary Society, Puducherry.

Phone: 04151-258325, 258326

Website: www.iecw.edu.in

Email ID: idhaya@iecw.edu.in

Ref: IECW/IQAC/Meeting/Cir./2021

Date: 18/11/2021

CIRCULAR

The eighth meeting of IQAC will be held on 22.11.2021 at 3p.m in IQAC Conference Hall, Angel's Block. All the IQAC members are invited to attend the meeting to discuss the following agenda.

Meeting Agenda:

Review of the previous meeting minutes

1. Curricular Aspects
 1. Integrating Cross-Cutting Issues
 2. Enhancing Experiential Learning
 3. Feedback Analysed and Action Taken
2. Teaching-Learning and Evaluation
 1. Student Enrolment (AY 2021-22)
 2. Special Programmes for Advanced Learners and Slow Learners
3. Research, Innovations and Extension
 1. Creating Innovation Ecosystem
 2. Newly Ph.D registered Faculty
 3. Extension and Outreach Programmes
 4. Collaborative Activities for Research and Internship
4. Infrastructure and Learning Resources
 1. Updating Server Configuration
5. Student Support and Progression
 1. Collaboration with Non-Government Agencies
 2. Sports and Cultural Events/Competitions
6. Governance, Leadership and Management
 1. Organizing Professional Development Programme
 2. AAA Review and Action taken
7. Institutional Values and Best Practices
 1. Inaugurating a New Science Club


PRINCIPAL

DR. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.
PRINCIPAL

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Copy To:

1. Secretary for her kind information.
2. All the members of IQAC.
3. File.



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Date: 22/11/2021

8th Meeting of Internal Quality Assurance Cell

ATTENDANCE DETAILS

Date/Time: 22-11-2021/3.00p.m

Academic Year: 2021-22

Venue: IQAC Conference Hall, Angel's Block

Semester: Odd

S.No.	Name of the Participants	Designation	Role of IQAC	Signature
1.	Dr. R. Gurumani	Principal	IQAC Chairman	
2.	Dr. Sr. A. Jenitta	Vice Principal, Professor/ECE	IQAC Co-ordinator	
3.	Sr. M. Clara Mary	Financial Administrator	Administrative Officer	
4.	Mrs. K. Gandhimathi	ASP/CSE, Student Support Administrator	Administrative Officer	
5.	Sr. I. Maria Anand Milani	AP/IT, IT Support & System Administrator	Administrative Officer	
6.	Mr. A. Joseph Selva Kumar	ASP / IT, TPO, NAAC Co-ordinator	Faculty Member	
7.	Dr. A. Praveena	Prof. / Chem., HR Services i/c, ISO-MR	Faculty Member	
8.	Mr. S. Jayaprakash	ASP & Head / CSE	Faculty Member	
9.	Mr. V. Karthikeyan	AP & Head / EEE	Faculty Member	
10.	Mrs. P. Poovizhi	ASP & Head / ECE	Faculty Member	
11.	Mrs. P. Sumathi	AP & Head / IT	Faculty Member	
12.	Dr. S. Jayasundar	Prof. & PG Head / CSE	Faculty Member	
13.	Dr. S. A. Amutha Jeevakumari	Prof. & PG Head / ECE	Faculty Member	



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14.	Sr. J. Arockia Jaya	ASP / CSE, Transport Services i/c	Members - Management	
15.	Sr. C. Jansi Sophia Mary	ASP / CSE, Security Services i/c		
16.	Sr. J. Catherina Mary	AP / ECE, Estate maintenance i/c		
17.	Rtn. A. Rajendhiran	Rotarian, Rotary Club, Chinnasalem	Nominee from Local Society	
18.	R. Kaviyadharshini	IV year / CSE	Members - Student	
19.	M. Himalda Francina	IV year / ECE		
20.	M. Sudharshana	Associate Product Specialist, CTS, Chennai	Member - Alumni	— AB —
21.	Mr. Mogal Amjad Baig	Managing Director, Right Renewable Tech., Chennai,	Member - Employer	— AB —
22.	Mrs. P. Vimala Devi	HR Manager, Caliber Embedded Technologies India (P) Ltd., Coimbatore	Member - Industrialist	
23.	Mr. S. Murugan	Supervisor, Indian Commodity Pvt.Ltd, Virudhachalam	Member Stakeholder – Parent	— AB —
24.	Mr. S. Silambarasan	AP / EEE	Additional Members	
25.	Mrs. V. Archana	AP/IT		
26.	Mrs. P. Dhanalakshmi	Lab Instructor / CSE		

IQAC Co-ordinator

IQAC CO-ORDINATOR

**IDHAYA ENGINEERING COLLEGE FOR WOMEN
CHINNASALEM-606 201, KALLAKURICHI DT.**

IQAC Chairman

**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.IE.
PRINCIPAL**

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Ref: IECW/IQAC/MoM-08/2021

Date: 22/11/2021

Minutes of the 8th meeting of the IQAC held on 22-11-2021 at 3p.m in IQAC Conference Hall, Angel's Block, IECW

The meeting began with a prayer. Dr.R.Gurumani, Principal/Chairman of IQAC presided over the meeting. And he welcomed all the members of IQAC.

Members Present: All the members of IQAC except the following members who were granted leave of absence.

1. Ms. M. Sudharshana
2. Mr. Mogal Amjad Baig
3. Mr. S. Murugan

ACTION TAKEN REPORT

Dr. Sr. A. Jenitta, Vice-Principal/IQAC Co-ordinator reviewed and explained the action taken report of the previous IQAC meeting held on 04-05-2021

Ref. No	Points Discussed	Action taken
7.1.1	Feedback collection from the students, alumni, faculty, and employers about the curriculum.	Feedbacks were collected from the stakeholders. The responses have been consolidated and analysed.
7.2.1	Conducting an orientation programme to the faculty and the students to understand the procedure of online examination.	Orientation programme on Anna University Open book online examination was given by the exam cell co-ordinators on 19-05-2021.
7.3.1	Encouraging faculty to file more patents .	Patent on IOT based method and system for rainwater harvesting and storage by converting it to drinkable water has been successfully filed on 29-05-2021 under IP Australia and fund granted.
7.4.1	Replacing classroom floor tiles with PVC Vinyl floor mats.	Work completed at the cost of Rs.5,50,000/-
7.5.1	Signing MoUs with the industries .	Signed MoUs with MECNIQUES, Sri Vinayaga Electricals on 29-10-2021, and with Caliber Embedded Technologies India Pvt. Ltd on 8-11-2021.
7.6.1	Submitting IIQA to the NAAC	IIQA has been submitted on 28-07-2021
7.6.2	Restructuring the committees for the AY 2021-22 and to	Committees were restructured and released on 10-09-2021 for the academic year 2021-22 and



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	prepare college calendar.	the college calendar for the odd semester is prepared.
7.6.3	Website Updation.	Implemented.
7.6.4	Faculty Appraisal Form.	FAF has been collected and reviewed on 28-08-202.
7.7.1	Laying a vehicle parking area nearer to the college main gate.	Work completed.

Dr. Sr. A. Jenitta, Vice-Principal/IQAC Co-ordinator, introduced the agenda of the day for discussion and resolving.

8.1.1 Integrating Cross-Cutting Issues

Conclusion Drawn/Action Plan	Responsibility	Timeline
IQAC reviewed the process of handling subjects related to cross-cutting issues such as human values, gender equity, professional ethics, environment and sustainability. And it was suggested that we have to conduct events related to these issues in the forthcoming semester.	Service Bodies	May 2022

8.1.2 Enhancing Experiential Learning

Conclusion Drawn/Action Plan	Responsibility	Timeline
To enhance the experiential learning, in-house project work will be continued. Student's representatives requested the council to arrange Industrial visits regularly. The Industrial Visits will be arranged by following the SOP of the government and affiliating university. Due to this pandemic situation, online internships are recommended.	Department Heads	June 2022

8.1.3 Feedback Analysis and Action Taken

Conclusion Drawn/Action Plan	Responsibility	Timeline
Since Regulation 2021 has been introduced by the university, it was decided to collect feedback from the stakeholders on the curriculum.	IQAC Coordinator	April 2022

8.2.1 Student Enrolment (AY 2021-22)

Conclusion Drawn/Action Plan	Responsibility	Timeline
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faculty were at home, as outreach programmes, tree planting and alms-giving campaigns have been conducted as a contribution to society, and the details have been shared on social media. Since the onsite classes have started, it was decided to conduct extension activities such as providing food and clothes to the poor and needy people.

Immanuel Power
Cell co-ordinators

8.3.4 Collaborative Activities for Research and Internship

Conclusion Drawn/Action Plan	Responsibility	Timeline
To facilitate the student's internships, the institution has registered on AICTE's virtual internship opportunity scheme by signing MOUs. And to increase research and development activities, it was decided to sign MoUs with other institutions and share resources with them with mutual benefit.	ITEIC Committee	May 2022

8.4.1 Updating Server Configuration

Conclusion Drawn/Action Plan	Responsibility	Timeline
To enhance ICT-enabled facilities, it was decided to update the existing server with a new configuration.	IT support & Maintenance faculty in-charge	June 2022

8.5.1 Collaboration with Non-Governmental Agencies

Conclusion Drawn/Action Plan	Responsibility	Timeline
It was suggested to have collaboration with non-governmental agencies to enhance student's benefits from taking up free online courses and to improve placement records.	T&P Cell faculty in-charges	June 2022

8.5.2 Sports and Cultural Events/Competitions

Conclusion Drawn/Action Plan	Responsibility	Timeline
Since the pandemic lockdown has ended and onsite events are permitted, it was decided to hold Tech Fest, Talent Show and Sports competitions by dividing the entire college	Women Empowerment Cell, IIC and	April 2022



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IQAC reviewed the student enrolment for the academic year 2021–22 and appreciated that there was an increase in the number of students admitted this year compared to the previous year. It was also suggested that skill-based and job-oriented learning need to be included to improve admission.	T&P Cell faculty In-charges	Aug 2022
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8.2.2 Special Programmes for Advanced Learners and Slow Learners

Conclusion Drawn/Action Plan	Responsibility	Timeline
Special programmes will be conducted on cutting-edge technologies for advanced learners, and special coaching classes, peer group study and rectification tests will be conducted for the benefit of slow learners.	Department Heads	May 2022

8.3.1 Creating Innovation Ecosystem

Conclusion Drawn/Action Plan	Responsibility	Timeline
The ED cell of our institution has taken the initiative to conduct awareness on entrepreneurship in association with EDII-TN Villupuram Hub, through an online mode. In addition, it was suggested to conduct a good number of workshops and seminars on research methodology and intellectual property rights.	Institution Innovation Council members	June 2022

8.3.2 Newly Ph.D Registered Faculty

Conclusion Drawn/Action Plan	Responsibility	Timeline
The IQAC Chairman appreciated that two faculties have registered Ph.Ds at Anna University this year and encouraged the faculty members to enhance the number of Ph.D scholars in the college.	Department Heads	July 2021

8.3.3 Extension and Outreach Programmes

Conclusion Drawn/Action Plan	Responsibility	Timeline
During the pandemic lockdown, when the students and	Service bodies and	Feb 2022



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students into four groups. And the prizes for the above competitions will be given at the college day celebration.

Sports Committee

8.6.1 Organizing Professional Development Programme

Conclusion Drawn/Action Plan	Responsibility	Timeline
To enhance the competency of the faculty members, it was decided to organise professional development programmes department-wise. In addition, faculty members were asked to attend such programmes hosted by other institutions in collaboration with our institutions.	Department Heads & HR in-charge	May 2022

8.6.2 AAA Review and Action Taken

Conclusion Drawn/Action Plan	Responsibility	Timeline
The IQAC co-ordinator reviewed and presented the rectification done based on the consolidated report of AAA held during the month of September 2021. And decided to conduct the next AAA in the middle of the even semester.	IQAC Co-ordinator	Feb 2022

8.7.1 Installation of New Science Club

Conclusion Drawn/Action Plan	Responsibility	Timeline
The distinctive characteristic of the institution is that "empowering women" is achieved by performing various club activities at the college level. As a new initiative to enhance the knowledge of the girl students, it was decided to install a new club named "Science Club of Idhaya" (SCI).	Women Empowerment Cell and Immaculate Youth Movement faculty in-charges	Jan 2022

The meeting came to an end with a prayer.


IQAC Co-ordinator 22/11/21

IQAC CO-ORDINATOR
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IQAC Chairman

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