

**N.M.S.SERMATHAI VASAN COLLEGE FOR WOMEN**

**MADURAI-12**

**MEETING-I**

**For the academic year 2022-2023**

**AGENDA**

**21.06.2022**

- To assign the Annual Duties to the staff for the Academic Year 2022-2023.
- To prepare the Academic Calendar for the year.
- Plan to organize a Seminar to enrich the students knowledge.

# N.M.S.SERMATHAI VASAN COLLEGE FOR WOMEN

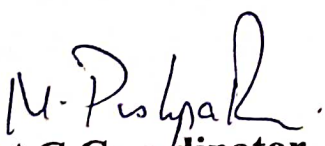
## MADURAI-12

### MEETING-I

#### Minutes

The IQAC meeting was conducted on 21.06.2021. The following IQAC members were presented at the meeting:


S.No.	Name	Department
1	Mrs.D.Karthiga Rani	Principal , HOD of Computer Science &IQAC Chairman
2	Mrs.M.Pushpa Rani	IQAC Coordinator &HOD of Commerce (CA)
3	Mrs.M. Thenmozhi	IQAC Joint Coordinator & HOD of Business Administration
4	Mrs.M.Kavitha	HOD of Physics
5	Mrs.M.Deepalakshmi	Assistant Professor,Department of Computer Science
6	Mrs.K.Karpagam	HOD of Maths
7	Mrs.P.Ganga Parameswari	Assistant Professor,Department of Commerce (CA)
8	Mrs.S. Jeyalakshmi	Assistant Professor,Department of Commerce (CA)
9	Mrs.G.Meenalochini	Assistant Professor,Department of Computer Science
10	Mrs.S.Akilandeswari	Assistant Professor,Department of Business Administration

  
M. Pushpa Rani  
IQAC Coordinator

  
Signature of the Principal

**The Principal discussed the following matters:**

1. The Principal, assigned the staff members the responsibility for a variety of events i.e, Student Union Staff Advisory Committee, CDC. Prayer incharges , Parents Teachers Meeting incharges , Programme recorders , EDC Coordinators , Magazine incharges etc.
2. The Principal discussed about the dates for the internal test for the students.
3. The Principal had planned to organize a programme to motivate the students which IQAC would arrange.

  
**IQAC Coordinator**

  
**Signature of the Principal**

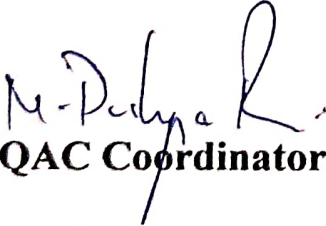
**N.M.S.SERMATHAI VASAN COLLEGE FOR WOMEN**

**MADURAI-12**

**Action Taken Report**

**For the academic year 2022-2023**

<b>S.No.</b>	<b>Resolution</b>	<b>Action Taken</b>
1.	To determine the responsibilities for the staff during Academic Year 2022-2023.	Duties were allotted for the Academic year 2022-2023.
2.	To prepare the Academic Year Calendar.	The calendar for the Academic year was created.
3.	To organize a Seminar to enrich the students knowledge	Organised Dream your way to success on 22.07.2022

  
**IQAC Coordinator**

  
**Signature of the Principal**