

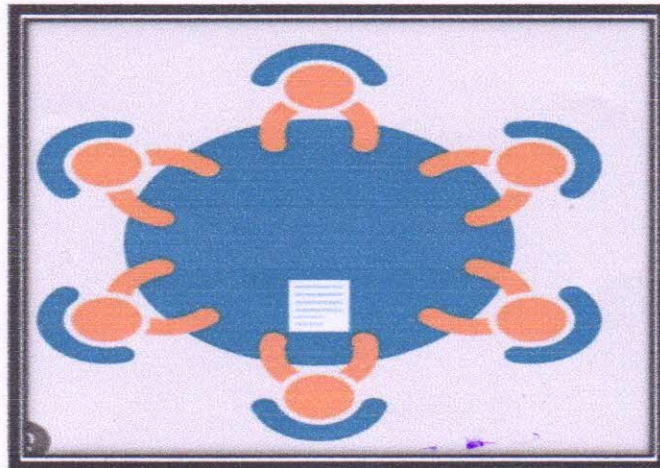


**WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS AND SCIENCE, KAYALPATNAM**
(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)



**Run by Wavoo SAR Educational Trust
(Minority Institution)**

MINUTES OF IQAC MEETING



ACADEMIC YEAR

2021-2022

Two days and a Faculty Development Program report

Date: 15.09.2021 to 16.09.2021

Time : 11.00 am

Venue: ICT Hall

AGENDA

Introduction and the dignitaries were welcomed by Mrs. I. Noor Asma, M.A., M.Phil., SET., head of the economics department and placement cell coordinator.

The felicitation was given by the principal, Dr. R.C. Vasuki, M.A., Ph.D., DGT.

The objective of the meeting was to discuss "Entrepreneurship Sensitization".

MINUTES OF THE MEETING

The program started with Quirath by M.L. Syed Zuhaina of II B.Sc(CS) followed by Tamil Thai Vazhu. The dignitaries were welcomed by Mrs. I. Noor Asma, M.A., M.Phil., SET, Head of the Economics Department and Placement Cell Co-ordinator. The felicitation was given by the principal, Dr. R.C. Vasuki, M.A., Ph.D., DGT.

The opening remarks of the Faculty Development Programme were given by Dr. Moses Daniel, Principal, Nehru College of Management. On 15.09.2021, the first session was held by V. Sathya Murthy, Incubation Manager, Nehru Group of Institutions and Technology, on "Entrepreneurship Sensitization."

The training session was attended by thirty faculty members from various departments of our college. Faculty members participated in activities and games during the session. They found the program to be enriching and intellectually stimulating.

The second session was presented by the speaker, Dr. P.T. Vijaykumar, on the topic of professional ethics for administrative staff members, which was quite interesting.

Certificates of the FDP were distributed by our honorable Assistant Secretary, Haji Hafiz Wavoo S.A.R. Ahmed Ishaque Aalim M.A. Azhari (Egypt), to the participants.

The program ended with a vote of thanks proposed by Mrs. S.A. Rahmath Ameena Begum, MBA, M. Phil., IQAC Co-ordinator, Assistant Professor, and Head, Department of Business Administration, followed by a Duah recited by Mohamed Zainab, M.A., II BBA. The program concluded successfully with the National Anthem.

Inauguration of Wavoo Wajechea Startup Cell (WWSC)

Date: 15.09.2021

Time: 10.30 p.m

Venue: Room No.303

AGENDA

1. Introduction and welcome address is delivered by Mrs.A.Ayisha Muzammila., B.E., MBA., SET., Assistant Professor of Business Administration.
2. The inaugural address is delivered by Dr. Moses Daniel
3. MOU has been signed between our college and Nehru Institute of Technology

MINUTES OF THE MEETING

In collaboration with Nehru Group of Institutions and Technology, Coimbatore, and with the support of NSTEDB, DST, Government of India, New Delhi, Wavoo Wajechea Women's College has initiated the Wavoo Wajechea Startup Cell. The inauguration of the startup cell took place on 15th Sep 2021 at 10.30 am in coordination with IQAC and the Entrepreneurial Development Cell of our college. The ceremony was graced by the presence of Alhaj. Wavoo S. Syed Abdur Rahman, Founder-President, Wavoo M. M. Mohuthazeem, B.A(CS) Secretary, Haji Hafiz Wavoo S. A. R. Ahmed Ishaque Aalim, M.A., Azhari (Egypt), Assistant Secretary, Dr. Mrs. Mercy Henry, M.A., Ph.D., Director, and Dr. R. C. Vasuki, M.A., Ph.D., DGT, Principal.

The esteemed chief guests of the occasion were Dr. Moses Daniel, Principal of Nehru College of Management, Mr. V. Sathya Murthy, Incubation Manager, Nehru Group of Institutions and Technology, Business Incubator, and Dr. P. T. Vijaykumar, Director-Management Studies, Nehru Institution, Coimbatore.

The ceremony commenced with Quirath by M. L. Syed Zuhaina of II B.Sc (CS), and our President, Alhaj Wavoo S. Syed Abdur Rahman, officially inaugurated the Wavoo Wajecha Cell. ~~Moments were presented to all the resource persons by our honorable Founder President, Alhaj~~ Wavoo S. Syed Abdur Rahman. Mrs. Jeya Ratna, M.Com., M.Phil., Assistant Professor of Commerce, warmly welcomed the dignitaries, followed by the receding of minutes by Mrs. A. Ayisha Muzammila, B.E., MBA., SET., Assistant Professor of BBA.

In his inaugural address, Dr. Moses Daniel emphasized the importance of the startup cell, motivating and suggesting that it would be a platform for fostering innovative ideas among students. Felicitation was given by the principal, Dr. R. C. Vasuki, M.A., Ph.D., DGT.

During this auspicious function, an MOU was signed between our college and the Nehru Institute of Technology. Mrs. S. Karthika, MBA., SET., Assistant Professor of Business Administration, proposed the vote of thanks.

NAAC REVIEW MEETING

Venue: Allied Lab

Time: 10.00 am


Date: 13.11.2021

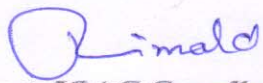
AGENDA

- ❖ Overview of SSR Report
- ❖ Discussion about Nirals Software
- ❖ Discussing placement cell, scholarship details, and communication skills of students

MINUTES OF THE MEETING

- Mrs.S.A.R.Rahmath Ameena Begum, head and assistant professor of Business Administration, presented SSR at the meeting
- ICT classroom facility should increase in all classrooms and it should be available only in the ICT Hall of our college.
- Retaining quality staff becomes a challenge.
- The placement cell should be strengthened.
- The communication skill of our students is very low and must be improved by a special class.
- Meritorious students will get scholarships if they want to apply for higher studies and government exams in order to strengthen their alumni.
- MoU with other colleges/ Universities should be found.
- Board of directors, syllabus designing and paper valuation to university and mentor college should increase.
- The website must be updated as soon as possible.
- The ability of a student should be evaluated on the basis of his or her communication skills.
- Clarification about the mentor and mentee system from mentor college (2nd criterion)
- Niral's software should explain clearly its function
- UGC care journals for the library.
- - The camera should be fixed wherever it is needed.
- Library needs to be fully automated - Books should be tagged with RFID tags. - Digital systems need to be integrated to keep track of books. - Security cameras should be installed for monitoring.
- Direction board should be put at the entrance to all departments, rank holders name board, wheelchair, exam cell room, etc.,
- Fine arts event records are missing since 2018 & sports records are missing as well (5th criteria).
- Alumina should sprout immediately.
- Minimum alumni contribution below Rs.2000 so unwanted issues can be avoided.


IQAC Coordinator


Asst. IQAC Coordinator


Principal

PRINCIPAL
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