

**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS), SALEM-16**  
**REACCREDITED BY NAAC WITH “A” GRADE (III Cycle)**



**MINUTES OF THE MEETING OF IQAC 2017-2018**

## Minutes of IQAC Meeting held on 19.04.2017

Members of the Internal quality assurance cell of Sri Swada College of Education, Salem met in the controllers office at 3.30 p.m on 19.04.2017

### Agenda

- (i) Conformation of Plan of Action
- (ii) Any other

To consider plan of Action for the year 2017-18  
The first item of the agenda is conformation of Plan of action. Action plan for the year 2017-18 was presented by Dr. V. Priya in a elaborate manner. The member appreciated the action plan and approved the agenda. The members suggested to conduct workshop for the student teachers on Teaching aids, before going to Intership training.

### Members present

Chair person :- Dr. C. Janakavalli, Principal, SSCE *C. Janakavalli*

Faculty: Dr. S. Santhi *S. Santhi*

Dr. R. Selvamathi Sugirtha *R. Selvamathi*

Dr. V. Priya *V. Priya*

Dr. K. P. Shanmugavadivu *K. P. Shanmugavadivu*

Dr. K. Kamaladevi *K. Kamaladevi*

Alumnae: Dr. A. Balamallikadevi *A. Balamallikadevi*

Mrs. R. Saraswathy *R. Saraswathy*

### External Expert

Dr. K. Nachimuthu, Prof & Head; Dept of Education, Periyar University

*K. Nachimuthu*

### Community Representative

Mrs. K. Vimala, Principal, Sri Swada Madric. H. Sec. School

Mrs. S. Pongothai, Parent of Alumnae *S. Pongothai*

### Senior Administrative

Mrs. S. Chitra, SSCE *S. Chitra*

Minutes of IQAC Meeting held on 12.05.2018 at 2:00 p.m.

Members of the Internal quality assurance cell of Sri Sarada College of Education, Salem met in the Principals Chamber at 2:00 p.m on 12.05.2018

Agenda

To Consider

1. Prayer
2. Activities taken in the academic year 2017-18
3. Any other

The members of the IQAC appreciated the activities taken up in the Academic year 2017-18 and approved the same. The members Suggested the Staff members to Prepare e-content and contribute it to e-pathshala. The member Suggested to encourage the students to develop multimedia Packages in their optional Subjects. The member mentioned to highlight the Co-curricular and extra-curricular activities organised by the Student teachers in their internship period.

Members Present

- (a) Principal : Dr. S. Santhi S.S. Santhi
- (b) IQAC Coordinator : Dr. V. Priya, Asst Prof of Phys Science v. Priya
- (c) Senior Teacher Educators  
Dr. R. Selvamathi Sugirtha, Asst Prof of Bio-Science R. Selvamathi  
Dr. K. P. Shanmuga Vadivu, Asst Prof of Education K.P. Shanmuga Vadivu  
Dr. K. Kamaladevi, Asst Prof of English K. Kamaladevi  
Dr. S. Velvizhi, Physical Directress S. Velvizhi  
Mrs. V. Arulselvi, Asst Prof of Education V. Arulselvi  
Dr. D. Kavitha, Asst Prof of Tamil D. Kavitha  
Mrs. A. Kavitha, Librarian A. Kavitha  
Mrs. R. Saraswathy, Asst Prof of Mathematics R. Saraswathy
- d. Management Representative : Dr. P. Rangamayagi P. Rangamayagi
- e. External Expert : Dr. K. Nachimuthu K. Nachimuthu  
Professor and Head, Dept of Education  
Periyar university, Salem

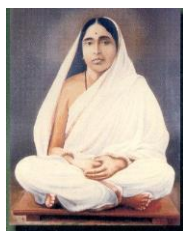
Members Absent :

Alumnae : Dr. A. Bala Mallikadevi

Community Representative / Stake holder

Mrs. K. Vimala, Principal Sri Sarada Matric. Hr. Sec  
School

Senior Administrative Staff : Mrs. S. Chitra



**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS), SALEM-16**  
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**MINUTES OF THE MEETING OF IQAC 2018-2019**

Minutes of IQAC Meeting held on 06.08.2018  
 at 3.00 P.m

Members of the Internal quality assurance cell of Sri Sarada College of Education, Salem met in the controllers office at 3.00 P.m on 06.08.2018

### Agenda

To Consider

1. Prayer
2. Conformation of plan of action in the academic year 2018-19
3. Any other

The first item of the agenda is conformation of plan of action. Action plan for the academic year 2018-19 was presented by Dr. V. Priya in a elaborate manner. The members appreciated the action plan and approved the agenda. The members suggested to enclose the <sup>students</sup> evidence regarding NET/SET/TRB/TET and other competitive examinations cleared. Efforts may be taken to implement the suggestions given by 80% of students in their Students Satisfaction Survey. Self-tailored e-content Preparation should be taken by the faculty members for all the courses.

### Members

- (a) Chair person: Dr. S. Santhi, Principal, SSEE
- (b) Senior teachers
  - Dr. R. Selvamathi Sugirtha, Asst Prof of Biological Science
  - Dr. V. Priya, Asst Prof of Phy. Science & IQAC Coordinator
  - Dr. K. P. Shanmuga Vadivu, Asst Prof of Education
  - Dr. K. Kamaladevi, Asst Prof of English Education
  - Dr. S. Velvischi, Physical Director
  - Mrs. V. Arulselvi, Asst Prof of Education

Dr. D. Kavitha, Asst Prof of Tamil

Mrs. A. Kavitha, Librarian

Mrs. K. Saraswathy, Asst Prof of Mathematics

*Handwritten signature*

A. Kavitha

R. Sathya

- c. Management Representative: Dr. P. Ranganayaki  
*P. Ranganayaki*
- d. External Expert: Dr. K. Nachimuthu, *K. Nachimuthu*  
Prof and Head Dept of Education  
Periyar University, Salem
- e. Senior Administrative Staff: Mrs. S. Chitra. *S. Chitra*

Minutes of IQAC Meeting held on 22.01.2019 at 3.00 P.m

Members of the Internal quality assurance cell of Sri Sarada College of Education, Salem met in the principals chamber at 3.00 p.m on 22.01.2019

Agenda, To consider

1. Prayer
2. Activities taken up in the Academic year 2018-19
3. Any other

The members of the IQAC appreciated the activities taken up in the Academic year 2018-2019 and approved the same. The members suggested to organise inservice training Programme for Higher Secondary teachers especially for Mathematics Subject & Training Programme for school teachers in collaboration with Ratna Sagar Publications. Members suggested to purchase the book on mental maths and TLM like map board. To offer certificate course based on the needs of local community for the public.

Members Present

a. Chair Person: Dr. S. Santhi, Principal

S. Santhi

b. Senior Teachers from SSCE

Dr. R. Selvamathi Sugirtha

R. Sugirtha

Dr. V. Priya

V. Priya

Dr. K. P. Shanmuga Vadivu

K. P. Shanmuga Vadivu

Dr. K. Kamala Devi

K. Kamala Devi

Dr. S. Velvizhi

S. Velvizhi

Mrs. V. Arulselvi

V. Arulselvi

Dr. D. Kavitha

D. Kavitha

Mrs. A. Kavitha

A. Kavitha

Mrs. R. Saraswathy

R. Saraswathy

c. Management Representative

Dr. P. Ranganayaki

P. Ranganayaki

d. External Expert

Dr. K. Nachimuthu, Prof & Head

K. Nachimuthu  
22/01/2019

Peiyar university, Salem-16

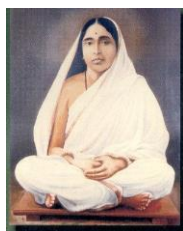
e. Community Representative / stake Holder

Mrs. K. Vimala, Principal, SMH.S. School, Salem-16

K. Vimala  
22/01/19

f. Administrative staff: Mrs. S. Chitra - S. Chitra





**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS), SALEM-16**  
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**MINUTES OF THE MEETING OF IQAC 2019-2020**

2019-2020

Circular dated on 21.08.19

There will be a meeting of the members of the internal quality assurance cell of Sri Sarada College of Education (Autonomous), Salem on 26.08.19 at 12.00 Noon

### Agenda

1. Prayer
2. Welcome Address
3. Confirmation of Plan of action in the Academic year 2019-2020
4. Any other

1. a. Chair Person: Dr. S. Santhi, Principal, SSCE

b. Senior teachers from SSCE

Dr. R. Selvarnathi Sugirtha

Dr. V. Priya

Dr. K. P. Shanmuga Vadivu

Dr. K. Kamaladevi

Dr. S. Velvizhi

Mrs. V. Arulselvi

Dr. D. Kavitha

Mrs. A. Kavitha

Mrs. R. Saraswathy

R. Santhi

V. Priya

K. P. Shanmuga Vadivu

K. Kamaladevi

S. Velvizhi

V. Arulselvi

D. Kavitha

R. Saraswathy

c. External Expert

Dr. A. Michaelo, Assistant Professor of Education  
 St. Xavier College of Education (By post)  
 Palayamkottai  
 Thirunelveli

d. Senior Administrative Staff

Mrs. S. Chitra

S. Chitra

## Minutes of IQAC Meeting held on 26.08.2019

Members of the Internal Quality Assurance cell of Sri Sarada College of Education, Salem met in the Principal Chamber at 12:00 Noon on 26.08.2019

### Agenda

To consider

1. Prayer
2. conformation of plan of action in the academic year 2018-19
3. Any other

The first item of the agenda is conformation of plan of action. Action Plan for the academic year 2019-20 was presented by Dr. V. Priya in an elaborate manner. The members appreciated the action plan and approved the agenda. The members suggested to include the minutes of Action taken on previous year. Member recommended to specify and prepare the report on the model of teaching. Members suggested to get a appreciation letter from Stake holders. Members suggested to get feedback from the student after participating in every event (in house project)

### Members

1. a. Chair Person : Dr. S. Santhi, Principal, SSC S.S. Thir.

b. Senior teachers from SSC

Dr. R. Selvamathi Sugirtha

Dr. V. Priya

Dr. K. P. Shanmuga Vadivu

Dr. K. Kamaladevi

Dr. S. Velvizhi

R. S. S. C

V. Priya

Dr. P. R.

K. K. M.

J. V. S.

Mrs. V. Anulselvi  
 Dr. D. Kavitha  
 Mrs. A. Kavitha  
 Mrs. R. Saraswathy

Dr. S. V.  
 onmp

R. Sarathy

c. External Expert

Dr. A. Michael Leo.

Assistant Professor of Education  
 St. Xavier College of Education  
 Palayamkottai  
 Tirunelveli

Shankar  
 26/08.19.

d. Senior Administrative Staff

Mrs. S. Chitra

Shankar

## Minutes of the IQAC Meeting Held on 20.03.2020

Members of the Internal Quality Assurance cell of Sri Sarada College of Education, Salem met in the principal chamber at 2.00 pm on 20.03.20

### Agenda

1. Prayer
2. Confirmation of Plan of action in the academic year 2019-20
3. Any other

The members of the IQAC appreciated the activities taken up in the academic year 2019-20 and approved the same. The IQAC members suggested to choose more than one Snyam online course by our B.Ed students. The members appreciated our faculty using LMS (Edmodo). The members insisted faculty to join ARDIT course conducted by HRDC (UAC)

Members present:-

1. a. Chair Person: Dr. S. Santhi, Principal, SSCE

Senior Teachers from SSCE:

Dr. R. Selvamathi Sugirtha

Dr. K. P. Shanmuga Vadivu

Dr. K. Kamaladevi

Dr. S. Velvizhi

Mrs. V. Arulsevi

Dr. D. Kavitha

Mrs. A. Kavitha

Dr. R. Saraswathy

IQAC Co-ordinator: Dr. V. Priya, SSCE

Management Representative: Mrs. N. S. Renbagakalli

Sri Sarada Matric Hr. Sec. School

Salem-16

Alumnal: Dr. S. S. Jayanthi Devi, Principal

K. R. P college of Education

Sangagiri

Senior Administrative Staff.

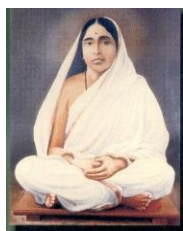
Mrs. S. Chitra, Superintendent

Sri Sarada college of Education (A)

R. S. Santhi

K. Kamaladevi  
S. Velvizhi  
V. Arulsevi

A. Kavitha  
R. Saraswathy



**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS), SALEM-16**  
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**MINUTES OF THE MEETING OF IQAC 2020-2021**

**Minutes of the First Meeting of IQAC****Meeting Date: 16<sup>th</sup> July 2020      Time: 11.30 a.m      Venue: Google Meet**

A first meeting of the IQAC of Sri Sarada College for Education (Autonomous) is convened on 16.07.2020. Due to COVID – 19 pandemic situations, in lieu of college premises the meeting was conducted online mode via Virtual Platform Google Meet application.

**Meeting Agenda**

<b>Item No</b>	<b>Item Name</b>	<b>Page No</b>
IQ.01.01	Welcome Address	3
IQ.01.02	Approval of the previous meeting minutes held on 20.03.2020	3
IQ.01.03	Report of the previous year activities 2019-2020	3
IQ.01.04	Quality initiatives to be taken by the IQAC (Action Plan)	3
IQ.01.05	Vote of Thanks	3
<b>Appendix</b>		
<b>Annexure – I. IQAC Action Plan 2020 – 21</b>		4
<b>Annexure – II. Action Taken Report</b>		9

**Item No: IQ.01.01: Welcome address:** Dr. S. Santhi, Principal, Sri Sarada College of Education, rendered the Welcome Address

**Item No: IQ.01.02:** Approval of the minutes of the previous meeting held on 20.03.2020. Dr. K. P. Shanmuga Vadivu, Assistant professor of Education has shared the screen which comprise the Minutes of the previous meeting held on 20.03.2020.

**---Decision---** for the above item, Members of the IQAC reviewed the minutes of the previous meeting held on 20<sup>th</sup> March 2020 of IQAC and resolved to confirm the same.

**Item No. IQ.01.03: Report of the previous year activities 2019-2020.** The coordinator – IQAC has elaborately presented the report of the previous year activities

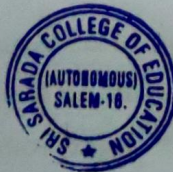
**---Decision---** Members of the IQAC reviewed the activities carried for the academic year 2019-2020. Members of the IQAC has noted all the activities.

**Item No. IQ.01.04: Quality initiatives to be taken by the IQAC (Action Plan):** Dr. V. Priya, coordinator – IQAC has presented the complete action plan which comprised the quality initiatives planned by the IQAC for the academic year 2020 – 21.

**---Decision---** The member of the IQAC reviewed the plan of action chalked out by the IQAC. Members suggested to prepare complete action plan for NAAC reaccreditation (Cycle 4) towards quality enhancement and to organize faculty development programme for the same. At end, members of the IQAC approved the action plan.

**Item No. IQ.01.05: Vote of Thanks:** Dr. V. Priya, coordinator – IQAC proposed the Vote of Thanks

**Coordinator**  
Internal Quality Assurance Cell  
Sri Sarada College of Education  
(Autonomous), Salem-16.



*S. Santhi*  
**Principal**

Sri Sarada College of Education  
(Autonomous), Salem-16.  
**PRINCIPAL**  
Sri Sarada College of Education  
(Autonomous)  
SALEM-636 016.



S.No.	Name and Designation	Signature
1	Dr.S.Santhi Principal (Chairperson)	S. S. Santhi
2	Yatiswari Vinayakapriya Member from Management	Yatiswari Vinayakapriya
3	Mrs.S.Chitra Senior Administrative Officer	S. Chitra
4	Dr.V.Priya Coordinator- IQAC	V. Priya
5	Dr.R.Selvamathi Sugirtha Member - Teacher Representative	R. S. S. Sugirtha
6	Dr.K.P.ShanmugaVadivu Member - Teacher Representative	K. P. Shanmuga Vadivu
7	Dr.K.Kamala Devi Member - Teacher Representative	K. Kamala Devi
8	Dr.S.Velvizhi Member - Teacher Representative	S. Velvizhi
9	Dr.V.Arulselvi Member - Teacher Representative	V. Arulselvi
10	Dr.D.Kavitha Member - Teacher Representative	D. Kavitha
11	Dr.R.Saraswathy Member - Teacher Representative	R. Saraswathy
12	Mrs.A.Kavitha Member - Teacher Representative	A. Kavitha
13	Mr.Senthil Kumar Nominee from Local Society	S. Senthil Kumar
14	Mrs. S. N. Hemalatha Nominee from Employers	S. Hemalatha
15	V. Harini Nominee from Student	V. Harini
16	Dr. S. S. Jayanthi Devi Nominee from Alumni	S. S. Jayanthi Devi
17	Mrs. N. Shenbagavalli Nominee from Industrialists	N. Shenbagavalli
18	Ms. K. Malarvizhi Nominee from Stakeholder (Parent)	K. Malarvizhi
19	Dr. P. Srinivasan Educational Expert	P. Srinivasan
20	Dr. A. Michael Leo Educational Expert	A. Michael Leo

**Minutes of the Second Meeting of IQAC****Meeting Date: 29<sup>th</sup> October 2020 Time: 02.00 PM Venue: Google Meet**

The second meeting of the IQAC of Sri Sarda College for Education (Autonomous) is convened on 29.10.2020. Due to COVID – 19 pandemic situations, in lieu of college premises the meeting was conducted online mode via Virtual Platform Google Meet application.

**Meeting Agenda**

<b>Item No</b>	<b>Item Name</b>	<b>Page No</b>
IQ.02.01	Welcome Address	02
IQ.02.02	Approval of the previous meeting minutes held on 16.07.2020	02
IQ.02.03	Activities carried out during the period between September to November 2020	03
IQ.02.04	Activities yet to be carried out regarding NAAC	03
IQ.02.05	Approval of Uploading AQAR 2019-2020	03
IQ.02.06	Vote of Thanks	03
	<b>Appendix</b>	
	Annexure – 1. Action Taken Report	04

**Members Present**

S.No.	Name and Designation	IQAC Designation
1	Dr S. Santhi	Principal (Chairperson)
2	Yatiswari Vinayakapriya	Member from Management
3	Mrs. S. Chitra	Senior Administrative Officer
4	Dr. V. Priya	Coordinator – IQAC
5	Dr. R. Selvamathi Sugirtha	Member – Teacher Representative
6	Dr. K. P. Shanmuga Vadivu	Member – Teacher Representative
7	Dr. K. Kamala Devi	Member – Teacher Representative
8	Dr. S. Velvizhi	Member – Teacher Representative
9	Dr. V. Arulselvi	Member – Teacher Representative
10	Dr. D. Kavitha	Member – Teacher Representative
11	Dr. R. Saraswathy	Member – Teacher Representative
12	Mrs. A. Kavitha	Member – Teacher Representative
13	Mr. Senthil Kumar	Nominee from Local Society
14	Mrs. S. N. Hemalatha	Nominee from Employers
15	V. Harini	Nominee from Student
16	Dr. S. S. Jayanthi Devi	Nominee from Alumni
17	Mrs. N. Shenbagavalli	Nominee from Industrialists
18	Ms. K. Malarvizhi	Nominee from Stakeholder (Parent)
19	Dr. P. Srinivasan	Educational Expert – 1
20	Dr. A. Michael Leo	Educational Expert – 2

**Members Absent - Nil**

**Item No: IQ.02.01: Welcome address:** The Principal Dr. S. Santhi rendered the Welcome Address

**Item No: IQ.02.02: Approval of the minutes of the previous meeting held on 16.07.2020.** The coordinator – IQAC has shared the screen which comprise the Minutes of the previous meeting held on 16.07.2020.

--**Decision**-- for the above item, Members of the IQAC reviewed the minutes of the 1st meeting of IQAC and resolved to confirm the same.

**Item No. IQ.02.03: Activities carried out during the period 16.07.2020 to 29.10.2020.**  
The coordinator – IQAC has elaborately presented the activities carried out during the period 16.07.2020 to 29.10.2020.

---**Decision**---: Members of the IQAC reviewed the activities carried out during the period 16.07.2020 to 29.10.2020 Members of the IQAC has noted all the activities.

**Item No. IQ.02.04: Activities carried out regarding NAAC- Faculty Development Programme on NAAC-Revised Accreditation Framework was held from 14<sup>th</sup> to 16<sup>th</sup> October 2020.**

---**Decision**---: Members of the IQAC reviewed the criterion wise activities carried out during the last three months. The expert member of IQAC suggested the following.

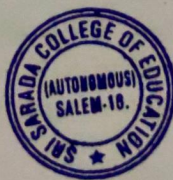
**Item No. IQ.02.05: Approval of Uploading AQAR 2019-2020.** The Coordinator – IQAC presented the details of AQAR – 2020.

---**Decision**---: Members of the IQAC reviewed the contents of AQAR – 2020 which was uploaded in NAAC – Higher Education Web Portal. The gray area was discussed and members of IQAC forwarded to the report of AQAR 2019 - 2020 to the Academic Council for the approval.

At the end, Members of the IQAC resolved to accept the activities carried out for NAAC.

**Item No. IQ.02.06: Vote of Thanks:** Dr. Priya, Coordinator – IQAC proposed the Vote of Thanks

**Coordinator**  
Internal Quality Assurance Cell  
Sri Sarada College of Education  
(Autonomous), Salem-16.



*S. S. ...*  
**Principal**

Sri Sarada College of Education  
(Autonomous), Salem-16.  
**PRINCIPAL**  
Sri Sarada College of Education  
(Autonomous)  
**SALEM-636 016**

## Minutes Read

S.No.	Name and Designation	Signature
1	Dr S. Santhi, Principal, SSCE, Salem	S. Santhi
2	Yatiswari Vinayakpriya Management Member	Yatiswari Vinayakpriya
3	Mrs. S. Chitra Senior Administrative Officer	S. Chitra
4	Dr. V. Priya Coordinator - IQAC	V. Priya
5	Dr. R. Selvamathi Sugirtha Member - Teacher Representative	R. Selvamathi
6	Dr. K. P. Shanmuga Vadivu Member - Teacher Representative	K. P. Shanmuga Vadivu
7	Dr. K. Kamala Devi Member - Teacher Representative	K. Kamala Devi
8	Dr. S. Velvizhi Member - Teacher Representative	S. Velvizhi
9	Dr. V. Arulsevi Member - Teacher Representative	V. Arulsevi
10	Dr. D. Kavitha Member - Teacher Representative	D. Kavitha
11	Dr. R. Saraswathy Member - Teacher Representative	R. Saraswathy
12	Mrs. A. Kavitha Member Teacher Representative	A. Kavitha
13	Mr. Senthil Kumar Nominee from Local Society	Senthil Kumar
14	Mrs. S. N. Hemalatha Nominee from Employers	S. N. Hemalatha
15	Miss V. Harini I - B.Ed SSCE, Salem	V. Harini
16	Dr. S. S. Jayanthi Devi Nominee from Alumni	S. S. Jayanthi Devi
17	Mrs. N. Shenbagavalli Nominee from Industrialist	N. Shenbagavalli
18	Ms. K. Malarvizhi Nominee from Parent	K. Malarvizhi
19	Dr. P. Srinivasan Educational Expert	P. Srinivasan
20	Dr. A. Michael Leo Educational Expert	A. Michael Leo

S. S. Santhi

PRINCIPAL  
Sri Sarada College of Education  
(Autonomous)  
SALEM-636 016

**Minutes of the Third Meeting of IQAC**

**Meeting Date: 29<sup>th</sup> January 2021 Time: 11.00 AM Venue: Google Meet**

A Third meeting of the IQAC of Sri Sarada College for Education (Autonomous) is convened on 29.01.2021. Due to COVID – 19 pandemic situations, in lieu of college premises the meeting was conducted online mode via Virtual Platform Google Meet application.

**Meeting Agenda**

<b>Item No</b>	<b>Item Name</b>	<b>Page No</b>
IQ.03.01	Welcome Address	
IQ.03.02	Approval of the previous meeting minutes held on 29.10.2020	
IQ.03.03	Activities carried out during the period between 29.10.2020 to 29.01.2021	
IQ.03.04	Activities yet to be carried out regarding NAAC	
IQ.03.05	Vote of Thanks	
	<b>Appendix</b>	
	Annexure – 1. Action Taken Report	

**Item No: IQ.03.01: Welcome address:** The Principal of Sri Sarada college of Education rendered the Welcome Address

**Item No: IQ.03.02: Approval of the minutes of the previous meeting held on 29.10.2020.** Dr. K. P. Shanmuga Vadivu, Assistant Professor of Education, has shared the screen which comprise the Minutes of the previous meeting held on 29.10.2020.

**---Decision---** for the above item, Members of the IQAC reviewed the minutes of the 2<sup>nd</sup> meeting of IQAC and resolved to confirm the same.

**Item No. IQ.03.03: Activities carried out during the period 29.10.2020 to 29.01.2021.** The coordinator – IQAC has presented the activities carried out during the period 29.10.2020 to 29.01.2021.

**---Decision---** Members of the IQAC reviewed the activities carried out during the period 29.10.2020 to 29.01. 2021. Members of the IQAC has noted all the activities.

**Item No. IQ.03.04: Activities carried out regarding NAAC.**

**---Decision---** Members of the IQAC reviewed the criterion wise activities carried out during the last three months. The expert member of IQAC suggested the following.

- (A) To organize national webinar on recent trends
- (B) To organize porgrammes through Alumni Members
- (C) To incorporate more ICT – Tools in Teaching – Learning process
- (D) Encourage the faculty members to submit more research proposals

At the end, Members of the IQAC resolved to accept the activities carried out for NAAC.

**Item No. IQ.03.05: Vote of Thanks:** Dr. V. Priya, Coordinator – IQAC proposed the Vote of Thanks.

**Coordinator**  
Internal Quality Assurance Cell  
Sri Sarada College of Education  
(Autonomous), Salem-16.



*S. S. [Signature]*  
**Principal**

Sri Sarada College of Education  
(Autonomous), Salem-16.  
**PRINCIPAL**  
**Sri Sarada College of Education**  
**(Autonomous)**  
**SALEM-636 016.**

Minutes Read

S.No.	Name and Designation	Signature
1	Dr. S. Santhi, Principal, SSCE, Salem	S. S. Santhi
2	Yatiswari Vinayakapriya Management Member	Yatiswari Vinayakapriya
3	Mrs. S. Chitra Senior Administrative Officer	S. Chitra
4	Dr. V. Priya Coordinator - IQAC	V. Priya
5	Dr. R. Selvamathi Sugirtha Member - Teacher Representative	R. S + S
6	Dr. K. P. Shanmuga Vadivu Member - Teacher Representative	K. P. Shanmuga Vadivu
7	Dr. K. Kamala Devi Member - Teacher Representative	K. Kamala Devi
8	Dr. S. Velvizhi Member - Teacher Representative	S. Velvizhi
9	Dr. V. Arulselvi Member - Teacher Representative	V. Arulselvi
10	Dr. D. Kavitha Member - Teacher Representative	D. Kavitha
11	Dr. R. Saraswathy Member - Teacher Representative	R. Saraswathy
12	Mrs. A. Kavitha Member - Teacher Representative	A. Kavitha
13	Mr. Senthil Kumar Nominee from Local Society	Senthil Kumar
14	Mrs. S. N. Hemalatha Nominee from Employers	S. N. Hemalatha
15	Miss V. Harini I - B.Ed. SSCE, Salem	V. Harini
16	Dr. S. S. Jayanthi Devi Nominee from Alumni	S. S. Jayanthi Devi
17	Mrs. N. Shenbagavalli Nominee from Industrialist	N. Shenbagavalli
18	Ms. K. Malarvizhi Nominee from Parent	K. Malarvizhi
19	Dr. P. Srinivasan Educational Expert	P. Srinivasan
20	Dr. A. Michael Leo Educational Expert	A. Michael Leo



### Minutes of the Fourth Meeting of IQAC

Meeting Date: 13<sup>th</sup> March 2021 Time: 02.00 PM Venue: Google Meet

A fourth meeting of the IQAC of Sri Sarda College for Education (Autonomous) is convened on 13<sup>th</sup> March 2021. Due to COVID – 19 pandemic situations, in lieu of college premises the meeting was conducted online mode via Virtual Platform Google Meet application.

#### Meeting Agenda

Item No	Item Name	Page No
IQ.04.01	Welcome Address	
IQ.04.02	Approval of the previous meeting minutes held on 29.01.2021	
IQ.04.03	Action Taken Reports presented by the Coordinator IQAC	
IQ.04.04	Activities carried out during the period between 29.01.2021 and 13.03.2021	
IQ.04.05	Activities carried out regarding NAAC	
IQ.04.06	Vote of Thanks	
	<b>Appendix</b>	
	Annexure – 1. Action Taken Report	

**Members Present**

S.No.	Name and Designation	IQAC Designation
1	Dr S. Santhi	Principal (Chairperson)
2	Yatiswari Vinayakapriya	Member from Management
3	Mrs. S. Chitra	Senior Administrative Officer
4	Dr. V. Priya	Coordinator – IQAC
5	Dr. R. Selvamathi Sugirtha	Member – Teacher Representative
6	Dr. K. P. Shanmuga Vadivu	Member – Teacher Representative
7	Dr. K. Kamala Devi	Member – Teacher Representative
8	Dr. S. Velvizhi	Member – Teacher Representative
9	Dr. V. Arulselvi	Member – Teacher Representative
10	Dr. D. Kavitha	Member – Teacher Representative
11	Dr. R. Saraswathy	Member – Teacher Representative
12	Mrs. A. Kavitha	Member – Teacher Representative
13	Mr. Senthil Kumar	Nominee from Local Society
14	Mrs. S. N. Hemalatha	Nominee from Employers
15	V. Harini	Nominee from Student
16	Dr. S. S. Jayanthi Devi	Nominee from Alumni
17	Mrs. N. Shenbagavalli	Nominee from Industrialists
18	Ms. K. Malarvizhi	Nominee from Stakeholder (Parent)
19	Dr. P. Srinivasan	Educational Expert
20	Dr. A. Michael Leo	Educational Expert

**Members Absent - Nil**

**Item No: IQ.04.01: Welcome address:** The Principal of Sri Sarada college of Education rendered the Welcome Address

**Item No: IQ.04.02:** Approval of the minutes of the previous meeting held on 29.01.2021. Dr. R. Selvamathi Sugirtha, Assistant Professor of Biological Science, shared the screen which comprise the Minutes of the previous meeting held on 29<sup>th</sup> January 2021.

---**Decision**---: for the above item, Members of the IQAC reviewed the minutes of the 3<sup>rd</sup> meeting of IQAC and resolved to confirm the same.

**Item No: IQ.04.03: Action Taken Reports presented by the coordinator – IQAC:** The Coordinator – IQAC has presented the Action Taken Reports (ATRs) of action plan of the previous meeting. ATRs is enclosed as **Annexure – I**

---**Decision**---: Members of the IQAC reviewed the Action Taken Reports and the IQAC noted the activities conducted / submitted in the action taken report.

**Item No. IQ.04.04: Activities carried out during the period between December 2020 and February 2021.** The coordinator – IQAC has presented the activities carried out during the period between December 2020 and February 2021.

---**Decision**---: Members of the IQAC reviewed the activities carried out during the period between December 2020 and February 2021 Members of the IQAC has noted all the activities.

**Item No. IQ.04.05: Discussion regarding NAAC with our Sister Concern SSC.** The coordinator – IQAC and all faculty members of Sri Sarada college of Education discussed with senior Faculty members of SSC about the Action Plan of NAAC Accreditation process during the fourth cycle.

---**Decision**---: Members of the IQAC reviewed the activities carried out during the last three-month Criteria's regarding NAAC. The expert member of IQAC suggested the following

- (1) All the faculty member shall upload the research publications in Google Scholar.
- (2) A mutual bond should be created with the Co-operating schools about the new regulations on school internship, as the Internship is 4 weeks in the first year and 4 months practice teaching in the second year.
- (3) The members insisted all faculty members to publish research articles in the Scopus, web of science or UGC care list journals.
- (4) The members suggested the staff members to prepare e-content for B.Ed. and M.Ed. Curriculum. The members mentioned to highlight the co-curricular and extra-curricular activities organized by the students during their internship.

At the end, Members of the IQAC resolved to accept the activities carried out for NAAC.

**Item No. IQ.04.06: Vote of Thanks:** Dr. V. Priya, Coordinator – IQAC proposed the Vote of Thanks

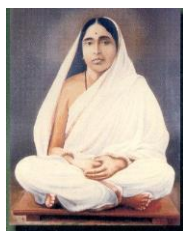
**Coordinator**

Internal Quality Assurance Cell  
Sri Sarada College of Education  
(Autonomous), Salem-16.



*S. S. S. S.*  
**Principal**

Sri Sarada College of Education  
(Autonomous), Salem-16.  
**PRINCIPAL**  
Sri Sarada College of Education  
(Autonomous)  
SALEM-636 016.



**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS), SALEM-16**  
**REACCREDITED BY NAAC WITH “A” GRADE (III Cycle)**



**MINUTES OF THE MEETING OF IQAC 2021-2022**

*Minutes of IQAC Meeting through online Google meet platform and screenshots on 29.1.2022*

### **Minutes of IQAC Meeting Held on 29.01.2022**

Members of the Internal Quality assurance cell of Sri Sarada College of Education, Salem -16 met in virtual mode (google Platform) at 11.30a.m. on 29.01.2022

#### **Agenda:**

1. Prayer
2. Welcome Address
3. Confirmation of plan of action in the academic year 2021-22
4. Presentation of the Report

The Members of IQAC appreciated the activities of the college taken up in the academic year 2021-22. The IQAC members suggested to revise at least 5% of syllabus in all courses of the programmes every year.

The members also suggested the following.

Every year new value-added certificate course can be imparted.

Consideration of admitting neighbouring state students (Kerala, Karnataka, Andhra Pradesh) Member insisted IT integration reforms in exam procedure and process including continuous assessment.

The members suggested to motivate our research scholars to clear JRF Examinations.

The members insisted some practice teaching schools may be considered as lab schools. The mentors in the schools may be informed about mentoring the student teachers on other pedagogical aspects.

The members suggested that free plagiarism checker can be used periodically. Grammarly and Micro-soft editor subscription is preferred.

The members suggested to maintain a record for the remedial coaching given to the late bloomers.

*S. S. Devi*  
**PRINCIPAL**  
 Sri Sarada College of Education.  
 (Autonomous)  
 SALEM-636 016.

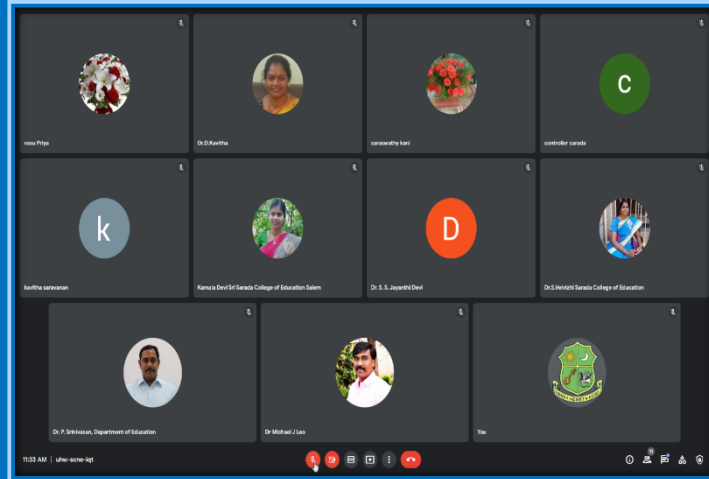
# SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS), SALEM\_16

## IQAC MEETING HELD ON 29.01.2022

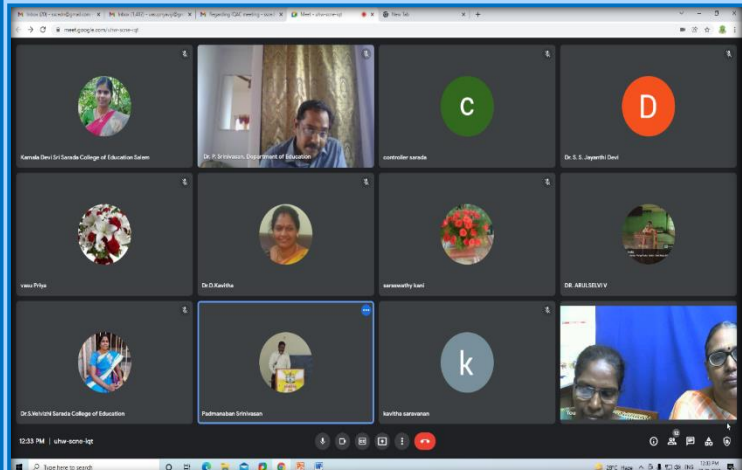
SRI SARADA COLLEGE OF EDUCATION (Autonomous)  
Affiliated to Tamil Nadu Teachers Education University, Chennai  
Re-Accredited with "A" Grade by NAAC (III Cycle)  
Fairlands, Salem-16



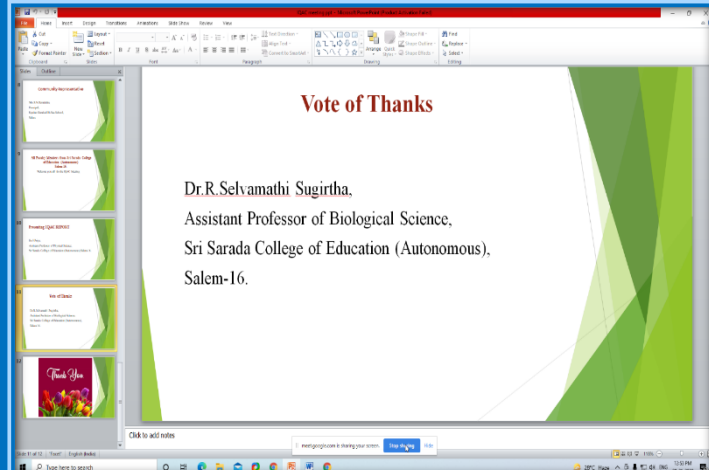
▶ you all for the Internal Quality Assurance Cell (IQAC) Meeting on 29.01.2022 at 11.30 am



11:33 AM | 11hr-30m-1pt



12:33 PM | 11hr-30m-1pt



Vote of Thanks

Dr.R.Selvamathi Sugirtha,  
Assistant Professor of Biological Science,  
Sri Sarada College of Education (Autonomous),  
Salem-16.

Click to add notes





Minutes of EGAC Meeting through online  
Google meet platform on Screen-Share on 28.09.2022  
at 2.30 P.m

The Agenda for discussion

- (i) Prayers
- (ii) Welcome address
- (iii) Quality Initiatives carried out in 2021-2022
- (iv) Any other

It was resolved to take up social problems related titles for the tutorial group projects done as one of the practical components of B.Ed Students for the upcoming academic year 2022-2023.

The members suggested to offer the new certificate course in online mode in collaboration with other institutions.

The members appreciated the activities carried out for the year 2021-22 and approved the agenda

S. S. Mr.

PRINCIPAL  
St Sarada College of Education,  
(Autonomous)  
SALEM-636 016



# SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS), SALEM\_16

## IQAC MEETING HELD ON 23.03.2022

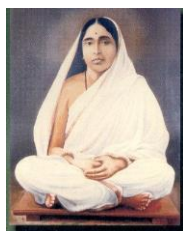
The screenshot shows a Zoom meeting window. The main content area displays a title slide for the 'Internal Quality Assurance Cell Meeting Planning & Evaluation' held on 23.03.2022. The slide features the college's logo and the text 'Open Forum'. The right side of the window shows a grid of participants' video thumbnails.

The screenshot shows a Zoom meeting window displaying a slide titled 'Strategies'. The slide contains a table with three columns: S.No, Activities, and Course. The table lists various activities and their corresponding courses.

S.No	Activities	Course	Course Incharge
1	Question Bank Work shop	Pedagogy subject Physical science and Biological science	Dr.V.Priya and Dr.R.Subramani Sagartha
2	Blended Learning with Cooperative and Collaborative learning Strategies	Perspectives in Education, Arts and Architecture	Dr.K.P.Shanmuga Vallu
3	Peer tutoring	Learner and Learning, Research Methodology	Dr.K.P.Shanmuga Vallu
4	Exhibition	Pedagogy English	Dr.K.Kamala Devi
5	Workshop on Learning areas and choice based pedagogy	Practices Component- Practice Teaching	Dr. V. Anusha
	Special Lecture Mr.C.Naraini, Assistant System Engineer Chennai	Certificate Course - Soft Skill	Dr.D.Kavitha

This screenshot is identical to the first one, showing the title slide for the 'Internal Quality Assurance Cell Meeting Planning & Evaluation' held on 23.03.2022. The slide features the college's logo and the text 'Open Forum'. The right side of the window shows a grid of participants' video thumbnails.





**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS), SALEM-16**  
**REACCREDITED BY NAAC WITH “A” GRADE (III Cycle)**



**MINUTES OF THE MEETING OF IQAC 2022-2023**

Sri Sarada College of Education (Autonomous)

Internal Quality Assurance Cell

Minutes of IQAC meeting held on 19.09.2022

The meeting of internal quality assurance was held on 19.09.2022 at 2.00 p.m. in the principal's chamber.

The Agenda for discussion

1. Silent Prayer
2. Welcome Address
3. Approval of the Previous meeting minutes held on 23.03.2022
4. Report of the previous year activities 2021-22
5. Quality Initiatives' taken by IQAC (Action Plan)
6. Vote of Thanks

1. The members of IQAC appreciated the activities of the college taken up in the academic year 2022-2023. The IQAC members suggested the following amendments to opt the subject options in addition to the existing optional.

2. To rethink the new diploma course e-Learning, instead of the existing diploma course.

3. The members suggested to conduct skill-oriented Extension Activities

4. The members suggested to conduct Coaching class for TRB/TET/NET/SET in regular timetable at least weekly one hour

5. The members suggested to Conduct interschool competitions under SDG the activity should be focused on Goal (with the promise of Peace, Justice, Social responsibility)

6. The members suggested to record the foot fall of the library usage by students and teacher educators in a systematic manner

7. The members suggested feedback collected from stakeholders, Employer, Alumni regarding curriculum should be analyze and record

8. The members approved the new certificate course "Artificial intelligence in Education"

9. The Members suggested to preach the philosophy of Sri Ramakrishna Paramahansa, Swami Vivekananda and Sri Sarada Devi for more focus on institutional distinctiveness

The members appreciated the functional MoU initiation with other institutions.

The members appreciated the quality initiatives carried out for the year 2021-2022 and it was resolved to approve the action plan for the academic year 2022-23.

Sri Sarada College of Education (Autonomous) Salem – 16

IQAC Minutes Read on 19.09.2022

S.No	Name and Designation of IQAC Members	Signature
1	Dr.S.Santhi Principal, (Chairperson)	S. S. Santhi 19/09/22
2	Yatiswari Vinayakapriya Member from Management	Vinayakapriya
3	Mrs.S.Chitra Senior Administrative Officer	Chitra
4	Dr.V.Priya Coordinator – IQAC	V. Priya 19/9/22
5	Dr.R.Selvamathi Sugirtha COE&Member – Teacher Representative	R. Selva S 19/9/2022
6	Dr.K.P.Shanmuga Vadivu Member – Teacher Representative	K. P. Shanmuga Vadivu 19/9/2022
7	Dr.K.Kamala Devi Member – Teacher Representative	K. Kamala Devi 19/9/2022
8	Dr.S.Velvizhi Member – Teacher Representative	S. Velvizhi
9	Dr.V.Arulselvi Member – Teacher Representative	V. Arulselvi 19/9/2022
10	Dr.D.Kavitha Member - Teacher Representative	D. Kavitha 19/9/2022
11	Dr.R.Saraswathy Member - Teacher Representative	R. Saraswathy 19/9/2022
12	Mrs.A.Kavitha Member – Teacher Representative	A. Kavitha 19/09/22
13	Dr.G.Senthil Kumar Nominee from Local Society	G. Senthil Kumar
14	Mrs.S.N.Hemalatha Nominee from Employers	ABSENT
15	Ms.G.Vaisali Nominee from Student	G. Vaisali
16	Dr.S.S.Jayanthi Devi Nominee from Alumni	Jayanthi Devi
17	Mrs.N.Shenbagavalli Nominee from Industrialists	N. Shenbagavalli 19/9/22
18	Ms.K.Malarvizhi Nominee from Stakeholder (Parent)	K. Malarvizhi 19/9/22
19	Dr.P.Srinivasan Educational Expert	P. Srinivasan 19/09/22
20	Dr.A.Michael Leo Educational Expert	ABSENT.

Sri Sarada College of Education (Autonomous) Salem – 16

IQAC Minutes Read on 19.09.2022

S.No	Name and Designation of IQAC Members	Signature
1	Dr.S.Santhi Principal, (Chairperson)	S. S. Santhi 19/09/22
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5	Dr.R.Selvamathi Sugirtha COE&Member – Teacher Representative	R. S. S. Sugirtha 19/09/2022
6	Dr.K.P.Shanmuga Vadivu Member – Teacher Representative	K. P. Shanmuga Vadivu 19/09/2022
7	Dr.K.Kamala Devi Member – Teacher Representative	K. Kamala Devi 19/9/2022
8	Dr.S.Velvizhi Member – Teacher Representative	S. Velvizhi
9	Dr.V.Arulsevi Member – Teacher Representative	V. Arulsevi 19/9/2022
10	Dr.D.Kavitha Member - Teacher Representative	D. Kavitha 19/9/2022
11	Dr.R.Saraswathy Member - Teacher Representative	R. Saraswathy 19/09/2022
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