



MINUTES OF MEETING HELD ON 04.03.21

Agenda:-

1. Introduction of new IQAC Coordinator and IQAC team
2. The infrastructural requirements for NAAC accreditation
3. Methods to improve research activities
4. Increase IQAC meetings with external experts
5. Increase the number of cells and clubs

Minutes:-

The Principal introduced the new IQAC team and welcomed the members, expressing the importance of their cooperation for the accreditation process. Dr. R. Jagannathan, the President of the College, appreciated the faculty members who completed their Ph.D. research and encouraged all members to register for Ph.D. programs. He also stressed the need to improve the research culture in the college, emphasizing the importance of presenting and publishing papers regularly. Dr. Sethu Kumanan, Chairman, discussed the infrastructural requirements for NAAC accreditation. He agreed to add computers to the Computer Science lab and the Browsing Centre and to purchase more computers for the labs. The Principal and Vice Principal encouraged the IQAC to organize frequent meetings with the heads of criteria and cells. Dr. R. Sandhya Lakshmi, the new IQAC Coordinator, expressed gratitude to the Chairman, President, Principal, and Vice Principal for their presence and motivation. She also mentioned that the IQAC would continue to organize meetings regularly.

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Signature of the IQAC Coordinator

(Dr. R. Sandhya Lakshmi)

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Signature of the Principal

(Dr. M. Samshath)

PRINCIPAL
SOKA IKEDA COLLEGE OF ARTS
AND SCIENCE FOR WOMEN
CHENNAI - 600 099



SOKA IKEDA COLLEGE OF ARTS AND SCIENCE FOR WOMEN
(Affiliated to the University of Madras)
Chennai 600 099, Tamilnadu.

04.03.2021

S.NO.	NAME	DESIGNATION	SIGNATURE
1.	Dr.Sethu Kumaran	Chairman	
2.	Dr.R.Jagannathan	President	
3.	Dr. M. Samshath	Principal	
4.	Mrs. B.Meera Muruges	Vice-Principal HOD, Biochemistry	
5.	Dr. R.Sandhya Lakshmi	IQAC Coordinator HOD,English	
6.	Mrs. S. Kanmani	HOD, Tamil	
7.	Mrs. N.S. Kiruthika	HOD, Computer Science (Shift I)	
8.	Mrs. S.Guna Chithra	HOD, Mathematics	
9.	Mrs. M. Vijaya Sumathi	HOD, BBA	
10.	Dr. V.Sujatha	HOD, Commerce	
11.	Mrs. M. Grace	HOD, BCA	
12.	Mrs. G.Vijaya Girija	HOD, ISM	
13.	Mrs.H.Nirmala	HOD, Economics	
14.	Dr.Abila Marselin	HOD, Physics	
15.	Ms.A.Vaishnavi	HOD, TTM	
16.	Dr.M.A.Syed Fathima	HOD, Psychology	
17.	Mrs. J.Vimal Rosy	HOD, Computer Science, (Shift II)	
18.	Dr. A.Vinnarasi	HOD, HRM	
19.	Mrs. Dhanalakshmi Rajendran	HOD, MSW	
20.	Mrs. M.Bhuvaneswari	HOD, Corporate Secretaryship	
21.	Dr. B.Anuradha	HOD, A&F	

Signature of the IQAC Coordinator



Signature of the Principal

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Action Taken Report on the meeting held on 04.03.2021

Action planned-

1. Conduct meetings regularly
2. Add more computers for browsing in the library
3. Increase the cells and clubs

Action taken-

1. On 16.03.21, IQAC conducted a meeting on NAAC Accreditation.
2. Computers were added in library
3. Research and Development Cell, Career Guidance Cell, Women Cell, Special Needs Cell, Skills Development Cell, Fine Arts Club, Green Club, Heritage Club, Human Values Club were formed and activities were initiated through it.

Signature of the IQAC Coordinator:-

(Dr. R. Sandhya Lakshmi)

Signature of the Principal:-

(Dr. M. Samsha Th)

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