

AUXILIUM COLLEGE OF ARTS AND SCIENCE FOR WOMEN

(Nationally Accredited with 'A' Grade by NAAC)

An ISO 9001:2015 Certified Institution

**Affiliated to Bharathidasan University, Tiruchirappalli,
Regunathapuram (PO)., Karambakudi (TK)., Pudukkottai (DT) - 622302.**

DATE: 25.06.2024

MEETING NOTICE

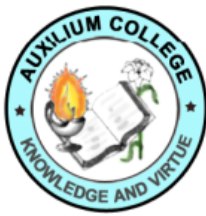
All members of the Internal Quality Assurance Cell (IQAC) are hereby informed that the first meeting of the IQAC for the academic year 2024-2025 will be held on June 28, 2024, at 2:30 PM in the IQAC office. Kindly make it convenient to attend the meeting.

Agenda

- ❖ Course allocation for staff
- ❖ Annual Teaching Plan
- ❖ FDP arrangements for staff members
- ❖ College leaders, associations, and clubs
- ❖ Certificate programs: Fashion Technology, Beautician, and Tally
- ❖ Introducing Apex Academy for faculty and students
- ❖ Enrolling students and faculty in NPTEL - Local Chapter
- ❖ Involvement of the students in IQAC
- ❖ Departmental Results Discussion
- ❖ Introducing Students' Induction Program and Bridge Course
- ❖ Introducing Crash Net, Set Courses
- ❖ Active involvement in AIIC activities - Exposure Visit,
- ❖ Inauguration Auxilium Incubation Center
- ❖ Organizing state, national, and international level workshops, conferences, symposiums, and seminars


CO-ORDINATOR
Internal Quality Assurance Cell
Auxilium College of Arts & Science for Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai (Dt) - 622 302


PRINCIPAL
Auxilium College of Arts & Science For Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai Dt - 622 302



AUXILIUM COLLEGE OF ARTS AND SCIENCE FOR WOMEN

(Nationally Accredited with 'A' Grade by NAAC)

An ISO 9001:2015 Certified Institution

Affiliated to Bharathidasan University, Tiruchirappalli,

Regunathapuram (PO)., Karambakudi (TK)., Pudukkottai (DT) - 622302.

AY- 2024-2025

IQAC MINUTES OF MEETING - I

VENUE: IQAC OFFICE

DATE: 28.06.2024

TIME: 02:30 p.m.

The First meeting of the Internal Quality Assurance Cell for the academic year 2024-2025 was held on 28-06-2024 at 2.30 PM in the IQAC office. The meeting was chaired by the Principal Dr. Sr. M. Sebast Jeya Pushpam.

At the outset IQAC coordinator Dr.Sr.Santiago Theresal V welcomed the president of the meeting Principal Dr. Sr. M. Sebast Jeya Pushpam and all members of Internal Quality Assurance Cell (IQAC). The following agenda items were discussed during the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thank to the chair.

Annexure - I

S.No	Agenda	Resolution
1	Course allocation for staff	It was resolved to allocate courses to staff based on their areas of expertise and workload. Each department head will finalize the allocation and submit it for approval.
2	Annual Teaching Plan	It was resolved that each department will prepare an Annual Teaching Plan to outline the course objectives, weekly topics, and assessment methods. Plans will be reviewed periodically by the IQAC.
3	FDP arrangements for staff members	It was resolved to organize Faculty Development Programs (FDPs) for staff, focusing on skill enhancement and pedagogy. The IQAC will coordinate with external experts and finalize the schedule.
4	College leaders, associations, and clubs	It was resolved to support the formation and functioning of college leaders, associations, and clubs to enhance student leadership skills and engagement. Guidelines will be provided to structure their activities.
5	Certificate programs: Fashion Technology, Beautician, and Tally	It was resolved to introduce certificate programs in Fashion Technology, Beautician, and Tally, providing students

		with valuable vocational skills. Arrangements for faculty and resources will be made accordingly.
6	Introducing Apex Academy for faculty and students	It was resolved to introduce Apex Academy, which will offer resources and support for both faculty and students to pursue advanced learning and professional development, with a focus on communication skills and English fluency.
7	Enrolling students and faculty in NPTEL - Local Chapter	It was resolved to encourage enrollment in the NPTEL Local Chapter, providing students and faculty access to a wide range of online courses. Registration procedures will be shared with all departments.
8	Involvement of the students in IQAC	It was resolved to actively involve students in the IQAC to gain their perspectives on quality improvement. Selected student representatives will participate in meetings and contribute to discussions.
9	Departmental Results Discussion	It was resolved that each department will analyze their students' results and identify areas for improvement. Strategies will be discussed to enhance academic performance in the upcoming semester.
10	Introducing Students' Induction Program and Bridge Course	It was resolved to implement a Students' Induction Program and Bridge Course to help new students adjust and gain foundational knowledge. The program will be mandatory for all first-year students.
11	Active involvement in IIC activities	It was resolved to encourage active participation in IIC activities, with each department nominating students for relevant innovation and entrepreneurship events.


CO-ORDINATOR
 Internal Quality Assurance Cell
 Auxilium College of Arts & Science for Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai (Dt) - 622 302


PRINCIPAL
 Auxilium College of Arts & Science For Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai Dt - 622 302

ACTION TAKEN REPORT

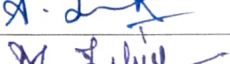
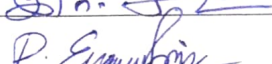
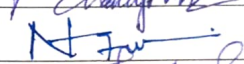
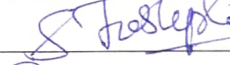
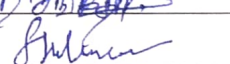
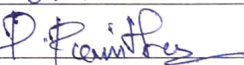
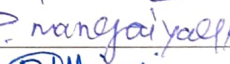
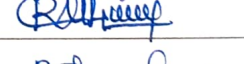
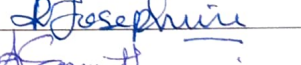
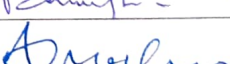
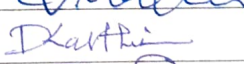
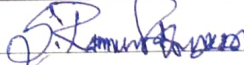
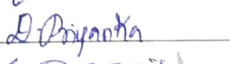
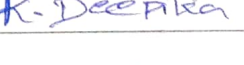
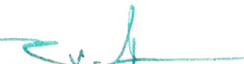
In complaints with resolution made in the first meeting of IQAC for the year 2024-2025 which was held on 28-06-2024. The following activities are successfully carried out.

SUBJECT	ACTION TAKEN/COMPLAINTS
Course allocation for staff	Courses were allocated to faculty based on expertise and workload. All departments completed and submitted their allocation lists, ensuring a balanced distribution of subjects among staff members.
Annual Teaching Plan	Each department prepared an Annual Teaching Plan outlining weekly objectives, topics, and assessments. These plans have been reviewed and approved by the IQAC for implementation.
FDP arrangements for staff members	Faculty Development Programs (FDPs) were scheduled, covering areas like pedagogy and digital skills. External experts have been invited, and the programs are set to commence in the coming month.
College leaders, associations, and clubs	College leaders, associations, and clubs were formed, with structured activities planned to encourage leadership and teamwork. Orientation sessions were conducted for all student members.
Certificate programs: Fashion Technology, Beautician, and Tally	Preparations to launch certificate programs in Fashion Technology, Beautician, and Tally are underway. Faculty has been identified, and program schedules and resources are being finalized.
Introducing Apex Academy for faculty and students	Apex Academy was introduced, focusing on enhancing communication and English fluency for faculty and students. Initial workshops have been conducted, and further sessions are scheduled.
Enrolling students and faculty in NPTEL - Local Chapter	Students and faculty were enrolled in the NPTEL Local Chapter. Information on course enrollment and certification was shared, and ongoing support is being provided for participants.
Involvement of the students in IQAC	Selected students have been inducted as representatives in the IQAC. Their perspectives and suggestions were gathered in the initial meetings, promoting active student engagement in quality enhancement.
Departmental Results Discussion	Departments analyzed the previous semester's results and discussed improvement strategies. Faculty members identified specific areas for additional support to enhance student performance.
Introducing Students' Induction Program and Bridge Course	A comprehensive Students' Induction Program and Bridge Course were conducted for first-year students, facilitating a smoother transition into college life and strengthening their foundational knowledge.
Active involvement in IIC activities	Departments nominated students to participate in IIC activities. Students have started engaging in innovation and entrepreneurship events organized by the IIC.


CO-ORDINATOR
Internal Quality Assurance Cell
Auxilium College of Arts & Science for Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai (Dt) - 622 302

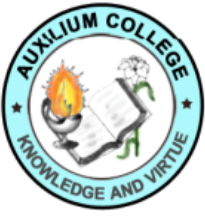

PRINCIPAL
Auxilium College of Arts & Science For Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai Dt - 622 302

The following members were present:

S.NO	NAME	SIGNATURE
1.	Dr. Sr. Sebastia Jeya Pushpam (Principal)	
2.	Dr. Sr. Santiago Theresal (Co-Ordinator)	
3.	Dr. S. Padmavathi	
4.	Dr.A.Leema Rose	
5.	Dr.M.Julie	
6.	Ms. R. Shanthi	
7.	Dr. P. Evangelin Teresa	
8.	Ms. N. Sengamalaselvi N	
9.	Dr. A. Josephine Nirmala	
10.	Ms. S. Rabiabasari	
11.	Ms. Saranya K. K	
12.	Ms. A. Anitha Janova	
13.	Dr. T. Sangeetha	
14.	Ms. S. Juliet Sellammal	
15.	Ms. P. Punitha	
16.	Dr. P. Mangaiyarkarasi	
17.	Ms. R. Allirani	
18.	Ms. R. Josephine	
19.	Rtn. A. Savarimuthu	
20.	Fr. Dr. V. Arockiam	
21.	Mr. Dinesh Karthik	
22.	Mr. S. R. Ramesh Kumar	
23.	Miss. D. Priyanka (Student Representative)	
24.	Miss. K. Deepika (Student Representative)	


CO-ORDINATOR
 Internal Quality Assurance Cell
 Auxilium College of Arts & Science for Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai (Dt) - 622 302


PRINCIPAL
 Auxilium College of Arts & Science For Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai Dt - 622 302



AUXILIUM COLLEGE OF ARTS AND SCIENCE FOR WOMEN

(Nationally Accredited with 'A' Grade by NAAC)

An ISO 9001:2015 Certified Institution

**Affiliated to Bharathidasan University, Tiruchirappalli,
Regunathapuram PO., Karambakudi TK., Pudukkottai (DT) - 622302.**

DATE: 17.09.2024

MEETING NOTICE

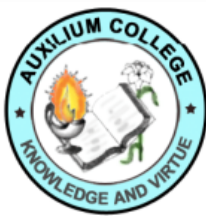
All members of the Internal Quality Assurance Cell (IQAC) are hereby notified that the second IQAC meeting for the academic year 2024-2025 will be held on September 20, 2024, at 2:30 PM in the IQAC Office. Your presence is highly encouraged.

Agenda:

- ❖ Registration of students and faculty in NPTEL - Local Chapter for examinations
- ❖ Discussion on the schedule for CIA and Model Examinations
- ❖ Enhancing student involvement in IQAC activities
- ❖ Planning for Mediathon-2024
- ❖ Discussion on Annual Sports Day
- ❖ Preparation for university practical and written examinations
- ❖ Uploading internal marks to the university portal
- ❖ Promoting active participation in AIIC activities
- ❖ Organizing the international conference, SCICON2024 (covering all science disciplines) - Full paper publication


CO-ORDINATOR
Internal Quality Assurance Cell
Auxilium College of Arts & Science for Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai (Dt) - 622 302


PRINCIPAL
Auxilium College of Arts & Science For Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai Dt - 622 302



AUXILIUM COLLEGE OF ARTS AND SCIENCE FOR WOMEN

(Nationally Accredited with 'A' Grade by NAAC)

An ISO 9001:2015 Certified Institution

Affiliated to Bharathidasan University, Tiruchirappalli,
Regunathapuram (PO)., Karambakudi (TK)., Pudukkottai (DT) - 622302.

AY- 2024-2025

IQAC MINUTES OF MEETING - II

VENUE: IQAC OFFICE

DATE: 20.09.2024

TIME: 02:30 p.m.

The second meeting of the Internal Quality Assurance Cell for the academic year 2024-2025 was held on 20-09-2024 at 2.30 PM in the IQAC office. The meeting was chaired by the Principal Dr. Sr. M. Sebasthi Jeya Pushpam.

At the outset IQAC coordinator Dr.Sr.Santiago Theresal V welcomed the president of the meeting Principal Dr. Sr. M. Sebasthi Jeya Pushpam and all members of Internal Quality Assurance Cell (IQAC). The following agenda items were discussed during the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thank to the chair.

Annexure - I

S.No	Agenda	Resolution
1	Registration of students and faculty in NPTEL - Local Chapter for examinations	The committee resolved to initiate the registration process for students and faculty in the NPTEL Local Chapter for examinations, with further instructions to be shared shortly.
2	Discussion on the schedule for CIA and Model Examinations	The meeting resolved to review and finalize the schedule for the CIA and Model Examinations. The finalized schedule will be shared with faculty and students in the coming week.
3	Enhancing student involvement in IQAC activities	It was decided to increase student participation in IQAC activities. A proposal will be drafted for their involvement in upcoming quality assurance initiatives.
4	Planning for Mediathon-2024	The committee agreed to proceed with the planning of Mediathon-2024, aiming to engage students in enhancing media literacy and communication skills. A planning committee will be formed.
5	Discussion on Annual Sports Day	The resolution was made to organize the Annual Sports Day, with the Sports Committee tasked to finalize the event schedule and logistics.

6	Preparation for university practical and written examinations	The committee planned to begin preparations for the university's practical and written examinations, ensuring all requirements and resources are arranged in time.
7	Uploading internal marks to the university portal	It was decided that all internal marks should be uploaded to the university portal before the deadline. Faculty members are instructed to complete assessments promptly.
8	Promoting active participation in AIIC activities	The committee resolved to promote active involvement of both faculty and students in AIIC activities, with a calendar of upcoming events to be circulated.
9	Organizing the international conference, SCICON2024 (covering all science disciplines) - Full paper publication	The resolution was passed to organize SCICON2024, with the focus on all science disciplines, and to ensure full paper publication as part of the conference proceedings.


CO-ORDINATOR
 Internal Quality Assurance Cell
 Auxilium College of Arts & Science for Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai (Dt) - 622 302


PRINCIPAL
 Auxilium College of Arts & Science For Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai Dt - 622 302

ACTION TAKEN REPORT

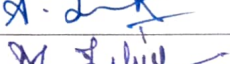
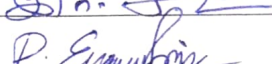
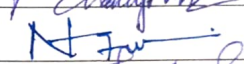
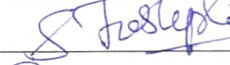
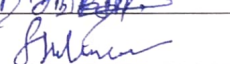
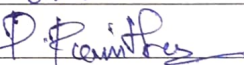
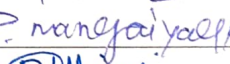
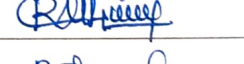
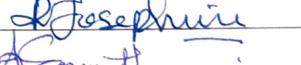
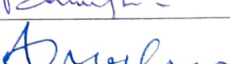
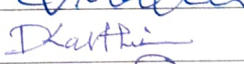
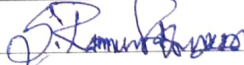
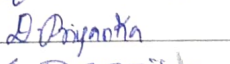
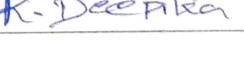
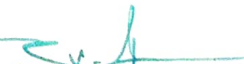
In complaints with resolution made in the second meeting of IQAC for the year 2024-2025 which was held on 20-09-2024. The following activities are successfully carried out.

SUBJECT	ACTION TAKEN/COMPLAINTS
Registration of students and faculty in NPTEL - Local Chapter for examinations	The registration process has been initiated for both students and faculty for NPTEL exams. Detailed instructions and guidelines were shared with the concerned departments. As a follow-up, the registration process for NPTEL exams is ongoing. Updates will be provided as more students and faculty complete the registration.
Discussion on the schedule for CIA and Model Examinations	The schedule for CIA and Model Examinations has been reviewed and finalized. The finalized schedule has been communicated to the faculty and students and all necessary arrangements are in place for timely execution.
Enhancing student involvement in IQAC activities	A proposal to increase student participation in IQAC activities has been drafted. Students will be invited to participate in upcoming quality assurance initiatives and committees.
Planning for Mediathon-2024	The planning committee for Mediathon-2024 has been formed. A tentative date and program details are under preparation. Invitations will be sent to the relevant stakeholders soon.
Discussion on Annual Sports Day	The Annual Sports Day has been scheduled, and the Sports Committee is currently working on the event's detailed planning, including logistics and participant arrangements.
Preparation for university practical and written examinations	Preparations for university practical and written examinations have been initiated. Faculty members have been briefed on required arrangements.
Uploading internal marks to the university portal	Internal marks have been successfully uploaded to the university portal within the given timeframe. Faculties are reminded to finalize assessments promptly.
Promoting active participation in AIIC activities	A schedule of upcoming AIIC activities has been prepared and shared with the faculty and students, encouraging their active participation.
Organizing the international conference, SCICON2024 (covering all science disciplines) - Full paper publication	SCICON2024 conference organization is progressing, with calls for papers and registration details being circulated. Full paper publication is confirmed as part of the proceedings.


CO-ORDINATOR
Internal Quality Assurance Cell
Auxilium College of Arts & Science for Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai (Dt) - 622 302


PRINCIPAL
Auxilium College of Arts & Science For Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai Dt - 622 302

The following members were present:

S.NO	NAME	SIGNATURE
1.	Dr. Sr. Sebastia Jeya Pushpam (Principal)	
2.	Dr. Sr. Santiago Theresal (Co-Ordinator)	
3.	Dr. S. Padmavathi	
4.	Dr.A.Leema Rose	
5.	Dr.M.Julie	
6.	Ms. R. Shanthi	
7.	Dr. P. Evangelin Teresa	
8.	Ms. N. Sengamalaselvi N	
9.	Dr. A. Josephine Nirmala	
10.	Ms. S. Rabiabasari	
11.	Ms. Saranya K. K	
12.	Ms. A. Anitha Janova	
13.	Dr. T. Sangeetha	
14.	Ms. S. Juliet Sellammal	
15.	Ms. P. Punitha	
16.	Dr. P. Mangaiyarkarasi	
17.	Ms. R. Allirani	
18.	Ms. R. Josephine	
19.	Rtn. A. Savarimuthu	
20.	Fr. Dr. V. Arockiam	
21.	Mr. Dinesh Karthik	
22.	Mr. S. R. Ramesh Kumar	
23.	Miss. D. Priyanka (Student Representative)	
24.	Miss. K. Deepika (Student Representative)	


CO-ORDINATOR
 Internal Quality Assurance Cell
 Auxilium College of Arts & Science for Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai (Dt) - 622 302


PRINCIPAL
 Auxilium College of Arts & Science For Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai Dt - 622 302



AUXILIUM COLLEGE OF ARTS AND SCIENCE FOR WOMEN

(Nationally Accredited with 'A' Grade by NAAC)

An ISO 9001:2015 Certified Institution

Affiliated to Bharathidasan University, Tiruchirappalli,
Regunathapuram PO., Karambakudi TK., Pudukkottai (DT) - 622302.

Date: 08.11.2024

MEETING NOTICE

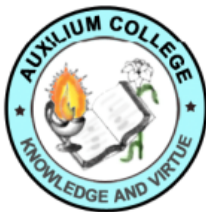
All members of the Internal Quality Assurance Cell (IQAC) are hereby informed that the **third meeting** of the IQAC for the academic year **2024-2025** will be held on **08.11.2024** in the **IQAC Office**. Kindly make it convenient to attend the meeting.

Agenda:

- Submission of AQAR
- Enhancing student involvement in IIC & IQAC activities
- Christmas Celebration
- Pongal Celebration,
- Charity Day,
- Gratitude Day
- Nan Mudhalvan Classes & Assessment
- NPTEL Registration for the Even Semester


CO-ORDINATOR
Internal Quality Assurance Cell
Auxilium College of Arts & Science for Women
Regunathapuram, Karambakudi (TK)
Pudukkottai (Dt) - 622 302


PRINCIPAL
Auxilium College of Arts & Science For Women
Regunathapuram, Karambakudi (TK)
Pudukkottai Dt - 622 302



AUXILIUM COLLEGE OF ARTS AND SCIENCE FOR WOMEN

(Nationally Accredited with 'A' Grade by NAAC)

An ISO 9001:2015 Certified Institution

Affiliated to Bharathidasan University, Tiruchirappalli,
Regunathapuram (PO)., Karambakudi (TK)., Pudukkottai (DT) - 622302.

AY- 2024-2025

IQAC MINUTES OF MEETING - III

VENUE: IQAC OFFICE

DATE: 08.11.2024

TIME: 02:30 p.m.

The third meeting of the Internal Quality Assurance Cell for the academic year 2024–2025 was held on 08.11.2024 at 2:30 p.m. in the IQAC Office. The meeting was chaired by the Principal, **Dr. Sr. M. Sebast Jeya Pushpam**.

At the outset, the IQAC Coordinator, **Dr. Sr. Santiago Theresal V**, welcomed the President of the meeting, Principal **Dr. Sr. M. Sebast Jeya Pushpam**, and all the members of the Internal Quality Assurance Cell (IQAC).

The following agenda items were discussed and it was unanimously resolved to implement the following:

Annexure - I

S.No	Agenda	Resolution
1	Submission of AQAR	It was resolved that the AQAR for the academic year 2023–2024 shall be prepared and submitted to NAAC within the stipulated timeline. The coordinator and team members will ensure accuracy of data and timely submission.
2	Enhancing Student Involvement in IIC & IQAC Activities	It was decided to enhance student participation in the Institution's Innovation Council (IIC) and IQAC activities by organizing orientation programmes and involving student representatives in relevant meetings and activities.
3	Christmas Celebration	It was resolved to organize the Christmas celebration with cultural programmes and charitable activities, encouraging active participation of staff and students to foster a spirit of community and sharing.
4	Pongal Celebration	It was decided to celebrate Pongal on campus by organizing traditional events and activities, promoting student engagement and showcasing cultural heritage.
5	Charity Day	It was resolved to observe Charity Day by

		encouraging students to contribute and participate in supporting underprivileged communities through the organization of stalls and sale of homemade products, with proceeds used for charitable purposes.
6	Gratitude Day	It was decided to celebrate Gratitude Day to express appreciation and gratitude to the management, teaching and non-teaching staff, benefactors, and volunteers, acknowledging their contributions with tokens of gratitude and recognition.
7	Nan Mudhalvan Classes & Assessment	It was resolved to continue the Nan Mudhalvan skill development classes effectively and to conduct timely assessments for the enrolled students in the upcoming semester.
8	NPTEL Registration for the Even Semester	It was resolved to encourage and guide students to register for relevant NPTEL courses in the even semester to enhance their subject knowledge and obtain valuable certifications.

The meeting concluded with a vote of thanks to the Chair.


CO-ORDINATOR
Internal Quality Assurance Cell
Auxilium College of Arts & Science for Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai (Dt) - 622 302


PRINCIPAL
Auxilium College of Arts & Science For Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai Dt - 622 302

ACTION TAKEN REPORT

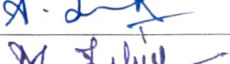
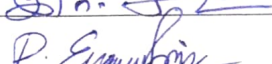
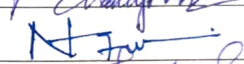
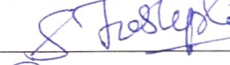
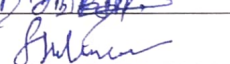
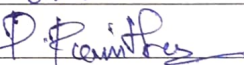
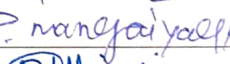
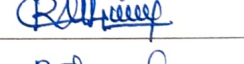
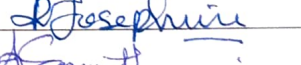
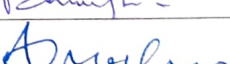
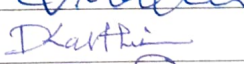
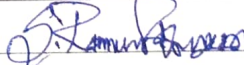
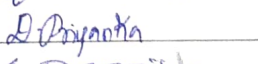
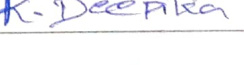
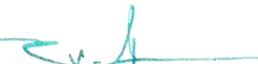
In compliance with the resolutions made in the third meeting of the IQAC for the academic year 2024–2025, held on 08.11.2024, the following actions have been successfully carried out:

S.NO	SUBJECT	ACTION TAKEN/COMPLAINTS
1	Submission of AQAR	The AQAR for the academic year 2023–2024 was prepared with inputs from all departments and submitted to NAAC within the stipulated timeline.
2	Enhancing Student Involvement in IIC & IQAC Activities	Orientation sessions were organized for students to raise awareness about IIC and IQAC activities. Student representatives were included in relevant discussions and activities.
3	Christmas Celebration	The Christmas celebration was successfully conducted with cultural performances and a charity drive. Students and staff actively participated, spreading festive cheer.
4	Pongal Celebration	Pongal festivities were celebrated on campus with traditional events and student-led cultural activities, promoting cultural awareness and involvement.
5	Charity Day	Charity Day was observed by setting up student-run stalls selling homemade products. The funds collected were donated to local underprivileged communities.
6	Gratitude Day	Gratitude Day was celebrated to express appreciation to the management, staff, benefactors, and volunteers. Tokens of gratitude were presented to acknowledge their contributions.
7	Nan Mudhalvan Classes & Assessment	Nan Mudhalvan classes were conducted as per the plan, and assessments were held for the students enrolled in the programme during the semester.
8	NPTEL Registration for the Even Semester	Faculty coordinators guided students to register for relevant NPTEL courses. A significant number of students enrolled and began attending the courses.


CO-ORDINATOR
Internal Quality Assurance Cell
Auxilium College of Arts & Science for Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai (Dt) - 622 302

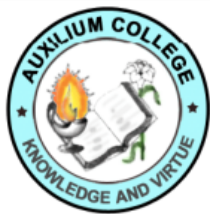

PRINCIPAL
Auxilium College of Arts & Science For Women
Regunathapuram, Karambakudi (Tk)
Pudukottai Dt - 622 302

The following members were present:

S.NO	NAME	SIGNATURE
1.	Dr. Sr. Sebastia Jeya Pushpam (Principal)	
2.	Dr. Sr. Santiago Theresal (Co-Ordinator)	
3.	Dr. S. Padmavathi	
4.	Dr.A.Leema Rose	
5.	Dr.M.Julie	
6.	Ms. R. Shanthi	
7.	Dr. P. Evangelin Teresa	
8.	Ms. N. Sengamalaselvi N	
9.	Dr. A. Josephine Nirmala	
10.	Ms. S. Rabiabasari	
11.	Ms. Saranya K. K	
12.	Ms. A. Anitha Janova	
13.	Dr. T. Sangeetha	
14.	Ms. S. Juliet Sellammal	
15.	Ms. P. Punitha	
16.	Dr. P. Mangaiyarkarasi	
17.	Ms. R. Allirani	
18.	Ms. R. Josephine	
19.	Rtn. A. Savarimuthu	
20.	Fr. Dr. V. Arockiam	
21.	Mr. Dinesh Karthik	
22.	Mr. S. R. Ramesh Kumar	
23.	Miss. D. Priyanka (Student Representative)	
24.	Miss. K. Deepika (Student Representative)	


CO-ORDINATOR
 Internal Quality Assurance Cell
 Auxilium College of Arts & Science for Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai (Dt) - 622 302


PRINCIPAL
 Auxilium College of Arts & Science For Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai Dt - 622 302



AUXILIUM COLLEGE OF ARTS AND SCIENCE FOR WOMEN

(Nationally Accredited with 'A' Grade by NAAC)

An ISO 9001:2015 Certified Institution

**Affiliated to Bharathidasan University, Tiruchirappalli,
Regunathapuram PO., Karambakudi TK., Pudukkottai (DT) - 622302.**

Date: 13.02.2025

MEETING NOTICE

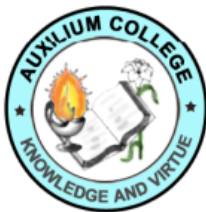
All members of the Internal Quality Assurance Cell (IQAC) are hereby informed that the fourth meeting of the IQAC for the academic year 2024-2025 will be held on 13.02.2025 in the IQAC Office. All members are kindly requested to attend the meeting without fail.

Agenda:

- 13th Graduation Ceremony
- International Women's Day
- Industrial Visit to Cochin and Munnar
- Past Pupils Enrolment
- Farewell Day
- University Examinations and Practicals


CO-ORDINATOR
Internal Quality Assurance Cell
Auxilium College of Arts & Science for Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai (Dt) - 622 302


PRINCIPAL
Auxilium College of Arts & Science For Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai Dt - 622 302



AUXILIUM COLLEGE OF ARTS AND SCIENCE FOR WOMEN

(Nationally Accredited with 'A' Grade by NAAC)

An ISO 9001:2015 Certified Institution

Affiliated to Bharathidasan University, Tiruchirappalli,
Regunathapuram (PO)., Karambakudi (TK)., Pudukkottai (DT) - 622302.

AY- 2024-2025

IQAC MINUTES OF MEETING - IV

VENUE: IQAC OFFICE

DATE: 13.02.2025

TIME: 02:30 p.m.

The fourth meeting of the Internal Quality Assurance Cell for the academic year 2024-2025 was held on 13.02.2025 at 2:30 p.m. in the IQAC Office. The meeting was chaired by the Principal, Dr. Sr. M. Sebasthi Jeya Pushpam.

At the outset, the IQAC Coordinator, Dr. Sr. Santiagu Theresal V, welcomed the President of the meeting, Principal Dr. Sr. M. Sebasthi Jeya Pushpam, and all the members of the Internal Quality Assurance Cell (IQAC).

The following agenda items were discussed and it was unanimously resolved to implement the following:

Annexure - I

S.No	Agenda	Resolution
1	13th Graduation Ceremony	It was resolved to make all arrangements for the smooth conduct of the 13th Graduation Ceremony on 08.03.2025, including sending invitations, preparing certificates, and finalizing the programme schedule.
2	International Women's Day	It was decided to celebrate International Women's Day on 08.03.2025 with guest lectures, cultural events, and activities promoting women's empowerment and awareness.
3	Industrial Visit to Cochin and Munnar	It was resolved to organize an industrial visit to Cochin and Munnar on 20 & 21.03.2025 for final-year students, ensuring necessary permissions, travel arrangements, and safety measures.
4	Past Pupils Enrolment	It was decided to conduct a Past Pupils Enrolment drive on 28.03.2025 to strengthen the alumni network and encourage active involvement of alumni in college activities.
5	Farewell Day	It was resolved to organize a Farewell Day programme for outgoing students on 29.03.2025, with cultural performances and a formal send-off ceremony.
6	University Examinations and Practicals	It was decided to ensure all arrangements are in place

		for the smooth conduct of university examinations and practicals as per the university schedule.
7	Admission Recruitment – Students	It was resolved to initiate awareness and outreach programmes to attract prospective students for the next academic year through school visits, social media, and promotional materials.
8	Submission of All Reports to IQAC	It was decided that all departments should submit their annual reports and activity records to IQAC in a timely manner for documentation and compliance purposes.

The meeting concluded with a vote of thanks to the Chair.


CO-ORDINATOR
 Internal Quality Assurance Cell
 Auxilium College of Arts & Science for Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai (Dt) - 622 302


PRINCIPAL
 Auxilium College of Arts & Science For Women
 Regunathapuram, Karambakudi (Tk)
 Pudukottai Dt - 622 302

ACTION TAKEN REPORT

In compliance with the resolutions made in the fourth IQAC meeting held on 13.02.2025, the following actions have been successfully carried out:

Annexure - II

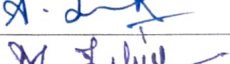
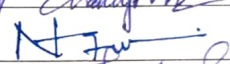
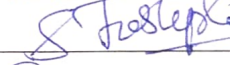
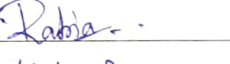
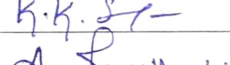
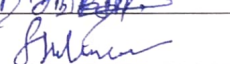
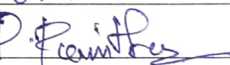
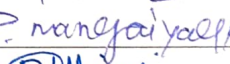
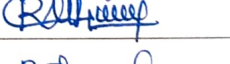
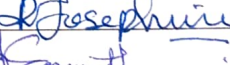
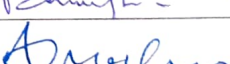
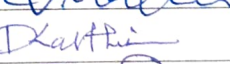
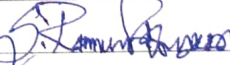
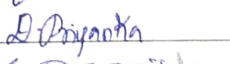
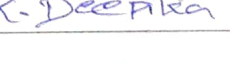
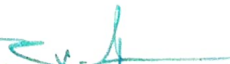
S.NO	SUBJECT	ACTION TAKEN/COMPLAINTS
1	13th Graduation Ceremony	Invitations were prepared and sent, certificates were printed, and the programme schedule was finalized. Necessary arrangements were completed for a smooth ceremony on 08.03.2025.
2	International Women's Day	Plans for guest lectures and cultural activities were finalized. Resource persons were contacted and student committees formed to coordinate events.
3	Industrial Visit to Cochin and Munnar	Permissions and travel arrangements were confirmed. Students were briefed on guidelines and safety measures for the visit on 20 & 21.03.2025.
4	Past Pupils Enrolment	Publicity materials were prepared, and communication was sent to past pupils inviting them to enroll on 28.03.2025. Registration logistics were arranged.
5	Farewell Day	A farewell programme committee was formed, and a tentative schedule was prepared. Students and faculty were assigned responsibilities for performances and arrangements.
6	University Examinations and Practicals	Exam timetables and practical schedules were finalized and communicated to staff and students. Necessary resources and arrangements were made ready.
7	Admission Recruitment - Students	Outreach activities were initiated through visits to nearby schools, distribution of brochures, and social media promotions to attract new students.
8	Submission of All Reports to IQAC	All departments were reminded to submit their annual reports and activity records. Most departments have submitted, and follow-up is ongoing for pending reports.

The meeting concluded with a vote of thanks to the Chair.


CO-ORDINATOR
Internal Quality Assurance Cell
Auxilium College of Arts & Science for Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai (Dt) - 622 302


PRINCIPAL
Auxilium College of Arts & Science For Women
Regunathapuram, Karambakudi (Tk)
Pudukkottai Dt - 622 302

The following members were present:

S.NO	NAME	SIGNATURE
1.	Dr. Sr. Sebastia Jeya Pushpam (Principal)	
2.	Dr. Sr. Santiago Theresal (Co-Ordinator)	
3.	Dr. S. Padmavathi	
4.	Dr.A.Leema Rose	
5.	Dr.M.Julie	
6.	Ms. R. Shanthi	
7.	Dr. P. Evangelin Teresa	
8.	Ms. N. Sengamalaselvi N	
9.	Dr. A. Josephine Nirmala	
10.	Ms. S. Rabiabasari	
11.	Ms. Saranya K. K	
12.	Ms. A. Anitha Janova	
13.	Dr. T. Sangeetha	
14.	Ms. S. Juliet Sellammal	
15.	Ms. P. Punitha	
16.	Dr. P. Mangaiyarkarasi	
17.	Ms. R. Allirani	
18.	Ms. R. Josephine	
19.	Rtn. A. Savarimuthu	
20.	Fr. Dr. V. Arockiam	
21.	Mr. Dinesh Karthik	
22.	Mr. S. R. Ramesh Kumar	
23.	Miss. D. Priyanka (Student Representative)	
24.	Miss. K. Deepika (Student Representative)	


CO-ORDINATOR
 Internal Quality Assurance Cell
 Auxilium College of Arts & Science for Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai (Dt) - 622 302


PRINCIPAL
 Auxilium College of Arts & Science For Women
 Regunathapuram, Karambakudi (Tk)
 Pudukkottai Dt - 622 302