

**Sri Ramakrishna Mission Vidyalaya College of Education (Autonomous),
SRKV Post, Periyanaickenpalayam, Coimbatore - 641020.**

CIRCULAR

The meeting of Internal Quality Assurance Cell (IQAC) will be held on 16/08/2017 (Wednesday) at 3.00 p.m. in the Conference Hall. All the members are requested to attend the meeting and contribute their valuable suggestions and novel ideas to enhance the quality of the institution.

Dr. G. Subramonian
Co-ordinator

Dr. S. Rajaguru
Chairman/Principal

AGENDA

1. Review of the Programme of the activities under IQAC planned for the year 2017-18.
2. Preparation of academic calendar
3. Making necessary arrangements for Teaching Practice
4. Conducting Micro Teaching Sessions
5. Any other matter.

**Sri Ramakrishna Mission Vidyalaya College of Education (Autonomous),
SRKV Post, Periyanaickenpalayam, Coimbatore - 641020.**

IQAC MEETING on 16/08/2017

Members present

S. No.	Name and Designation	Signature
1	Dr. S. Rajaguru Chairperson & Principal	
2	Dr. V. Shanmuga Ganesan Associate Professor in Psychology	
3	Sri. N. Mohandass Office In-charge	
4	Dr. P.E. Thomas Professor & Head Bharathiar University, Coimbatore	
5	Sri. R. Balasubramaniam Advocate, Notary, Coimbatore	
6	Dr. N. Muthaiah, Dean, FDMSE, RKMVERI, Coimbatore - 20	
7	Dr. K. Rathina Sabapathi Associate Professor & Head in English PSG College of Arts and Science Coimbatore - 641 014	
8	Ms. N. Priyanga, M.Ed., Student	
9	Sri. D. Arunkumar B.Ed. Student	
10	Dr. G. Subramonian IQAC/Co-ordinator	

**Sri Ramakrishna Mission Vidyalaya College of Education (Autonomous),
SRKV Post, Periyanaickenpalayam, Coimbatore - 641020.**

Minutes of the IQAC Meeting held on 16/08/2017

Members Present

1. Dr. S. Rajaguru	-	Principal/Chairperson
2. Dr. V. Shanmuga Ganesan	-	Member
3. Sri. N. Mohandass	-	Member
4. Dr. P.E. Thomas	-	Member
5. Sri. R. Balasubramaniam	-	Member
6. Dr. K. Rathina Sabapathi	-	Member
7. Sri. S. Bagath Singh	-	Member
8. Sri. D. Arunkumar	-	Student Representative
9. Sri. N. Pradeep	-	Student Representative
10. Dr. G. Subramonian	-	Co-ordinator, IQAC/ Member Secretary

The meeting began with Prayer. Dr. S. Rajaguru, Principal & Chairperson of IQAC, welcomed the team members of IQAC. He requested the IQAC members to share their valuable suggestions to enhance the quality improvement of the institution. He also thanked the members of IQAC for their contribution and valuable suggestions during the NAAC Peer Team visit on 21st & 22nd July 2017.

The following points were taken up for discussion as per the agenda.

❖ **Preparation of academic calendar**

The committee suggested preparing calendar for the academic year 2017-18.

❖ **Orientation Programme for B.Ed students**

The committee resolved to conduct orientation programme for the B.Ed. Programme students.

❖ **Organizing Seminars and Conferences**

The committee proposed for different activities to be carried out by the faculty of the college.

- In order to utilize the Psychology Laboratory of the college, we invite the students from the Sri Ramakrishna Mission Vidyalaya College of Arts and Science (especially for MSW - I & II year students) to conduct different experiments related to their syllabus.

- Also suggested to give more subjects related practical activities by using our both Physical Science & Biological Science laboratories to Sri Ramakrishna Mission Vidyalaya Swami Sivananda Higher Secondary School for this academic year.
- The committee also suggested the faculty to conduct workshop/seminar for teacher educators/Researchers in nearby districts.
- The committee also suggested conducting the faculty development programme for the faculty members of Sri Ramakrishna Mission Vidyalaya College of Arts and Science (self-finance).

❖ **Making necessary arrangements for Teaching Practice**

The committee advised making arrangements for Teaching Practice for the B.Ed. students.

❖ **Conducting Micro Teaching Sessions**

The committee provided suggestions on conducting Micro Teaching Sessions for the B.Ed. students.

❖ **Conducting Extension Activities**

The committee suggested conducting community related work in the adopted village of the institution.

❖ **Organizing Student Activity Programmes**

The committee proposed to conduct student activity programmes for the academic year 2017 - 18

The meeting ended with the proposal of Vote of Thanks by the IQAC Co-ordinator, Dr. G. Subramonian.

The members of IQAC are requested to bring to the attention of the Chairperson any modifications/additions to these minutes within two days from the date of receipt of this communication.

Dr. G. Subramonian
Co-ordinator,
IQAC/Member Secretary

Dr. S. Rajaguru
Chairperson