

Meeting No: 3

11-5-2019






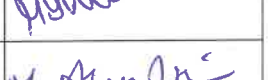
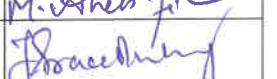
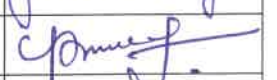



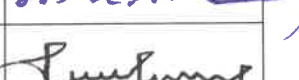
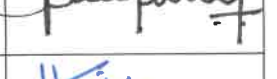


**AIMAN COLLEGE OF ARTS AND SCIENCE FOR WOMEN
K. SATHANUR, TRICHY-620021.**

IQAC MEETING NOTICE AND AGENDA

A Meeting of Internal Quality Assurance Cell (IQAC) of AIMA College of Arts and Science for women, Trichy, will be held at 3-00pm on 22nd, May, 2019 in Mini Conference hall.

AGENDA:

1. Reading of minutes of the previous meeting
2. Actions taken on the minutes.
3. To make CMA.Dr. M.Sheik Mohamed, Director, as a member of IQAC Committee.
4. New initiatives of quality enhancement

S.NO	Name of the members	Designation	Signature
1	Dr. Suhashini Ernest	Chairman	
2	Janab. M.Y.Habibullah	Management Representative	
3	Mrs.Munafur Hussaina,	IQAC Co-ordinator	
4	Mrs.B.Fahameda Thabaseem	HOD, Dept. of Computer Applications	
5	Mrs. G. Revathi	HOD, Dept. of Commerce.	
6	Mrs.M.Jasmin Uhanitha	HOD, Dept. of Nutrition & Dietetics.	
7	Mrs. M.Anees Fathima	HOD, Dept. of English	
8	Mrs. J. Jayanthi Grace Ruby	HOD(i/c), Dept.of Business Administration	
9	Mrs.C.Priya	HOD, Dept. of Mathematics	
10	Mrs.M.Ponmani	HOD, Dept.of Apparel and Fashion Technology	
11	Janab.Kazi.A.M.M.Kader Buksh Husain Siddiqi M.A.,	Representative from Local Society	
12	Janab.M.K.M.Usman	Representative from Local Society	
13	Janab.S.M.I.Mohamed Ismail	Representative from Industry	
14	Mrs.Shajitha	Alumnae representative	
15	CMA.Dr. M.Sheik Mohamed	Director PG Studies & Research Invitee	




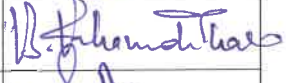
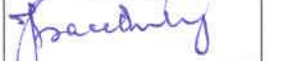





22-5-2019

AIMAN COLLEGE OF ARTS AND SCIENCE FOR WOMEN
K. SATHANUR, TRICHY-620021.

MINUTES OF THE MEETING OF IQAC HELD ON
22nd MAY 2019

A Meeting of Internal Quality Assurance Cell (IQAC) of AIMA College of Arts and Science for women, Trichy, was held at 3-00pm on 22nd May, 2019 in Mini Conference hall.

Following members were present for the meeting:

S.NO	Name of the members	Designation	Signature
1	Dr. Suhashini Ernest	Chairman	
2	Janab. M.Y.Habibullah	Management Representative	
3	Mrs.Munafur Hussaina,	IQAC Co-ordinator	
4	Mrs.B.Fahameda Thabaseem	HOD, Dept. of Computer Applications	
5	Mrs. G. Revathi	HOD, Dept. of Commerce.	
6	Mrs.M.Jasmin Uhanitha	HOD, Dept. of Nutrition & Dietetics.	
7	Mrs. M.Anees Fathima	HOD, Dept. of English	
8	Mrs. J. Jayanthi Grace Ruby	HOD(i/c), Dept.of Buisness Administration	
9	Mrs.C.Priya	HOD, Dept. of Mathematics	
10	Mrs.M.Ponmani	HOD, Dept.of Apparel and Fashion Technology	
11	Janab.Kazi.A.M.M.Kader Buksh Husain Siddiqi M.A.,	Representative from Local Society	
12	Janab.M.K.M.Usman	Representative from Local Society	
13	Janab.S.M.I.Mohamed Ismail	Representative from Industry	
14	Mrs.Shajitha	Alumnae representative	
15	CMA.Dr. M.Sheik Mohamed	Director PG Studies & Research Invitee	

1. Dr. Suhashini Ernest, Chairman welcomed the members of IQAC committee. Detailed discussion on each of the agenda item was held and following resolutions were made.

2. Confirmation of minutes of previous meeting:

Mrs. Munafur Hussaina read minutes of the meeting held on 22 January 2019. The minutes were confirmed and signed by the Chairman, Dr. Suhashini Ernest.

3. CMA. Dr. M. Sheik Mohamed, Director of PG studies & Research, was welcomed into the Committee in the place of Dr. M. M. Shahul Hameed, Correspondent.

1. Actions taken


The following actions were taken on the resolutions passed in the previous meetings.

- a. Affiliation process for introduction of M.Com degree for the year 2019-2020 is initiated.
- b. Exposure to higher centers of learning.
 1. Students of B.Sc(Maths) went to Astro-Physics center at Kodaikanal observatory, Kodaikanal on 9th April 2019.
 2. Students of B.Sc(Physics) underwent an exposure on Solar cells at the Department of EEE, NIT Learning center on 20th Feb 2019 and acquired hands on experience on calculating efficiency of solar cells.
 3. B.Sc(N&D) students attended the National Seminar on Nutraceuticals by IIFPT at Tanjore for exposure of Learning to higher institutions.
- c. A one day National Seminar was conducted by department of BBA on 09 March 2019 on the title "Dhaba", The Scope of Gold.
- d. Workshops were conducted to each department to provide capacity building and to enhance the students skill set.
- e. NSS Camp was conducted from 04/03/19 to 10/03/19 at Olaiyur, the village adopted by the institution.
- f. The building project for a new block is initiated for accommodating the need for classroom and language laboratory.
- g. Six new AC rooms are added to NRI block in hostel.

5. It was resolved to

- a. conduct International Conferences and workshops for providing industrial and technical knowledge to students.
- b. conduct programs that may motivate the students to better their performance.
- c. enhance audio visual aids in auditorium.
- d. regulate Deeniyath and Moral classes and conduct examination in even semester.
- e. address the parents of fresher's on the joining date and motivate them to offer support to their children's education.
- f. initiate NCC.

IQAC COORDINATOR 22.05.2019.


PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021.

Meeting No: 2

12-1-2019


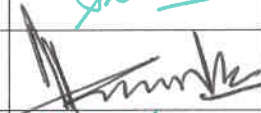
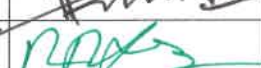

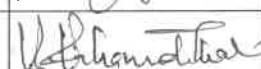






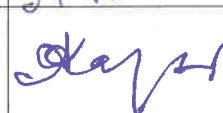

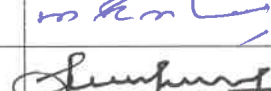
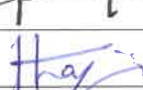
**AIMAN COLLEGE OF ARTS AND SCIENCE FOR WOMEN
K. SATHANUR, TRICHY-620021.**

IQAC MEETING NOTICE AND AGENDA

A Meeting of Internal Quality Assurance Cell (IQAC) of AIMAN College of Arts and Science for women, Trichy, will be held at 3-00pm on 22nd, January, 2019.

AGENDA:

1. Reading of minutes of the previous meeting
2. Actions taken on the minutes.
3. New initiatives of quality enhancement

S.NO	Name of the members	Designation	Signature
1	Dr. Suhashini Ernest	Chairman	
2	Janab. M.Y.Habibullah	Management Representative	
3	Dr. M.M.Shahul Hameed	Senior Administrator Officer	
4	Mrs.Munafur Hussaina,	IQAC Co-ordinator	
5	Mrs.B.Fahameda Thabaseem	HOD, Dept. of Computer Applications	
6	Mrs. G. Revathi	HOD, Dept. of Commerce.	
7	Mrs.M.Jasmin Uhanitha	HOD, Dept. of Nutrition & Dietetics.	
8	Mrs. M.Anees Fathima	HOD, Dept. of English	
9	Mrs. J. Jayanthi Grace Ruby	HOD(i/c), Dept.of Buisness Administration	
10	Mrs.C.Priya	HOD, Dept. of Mathematics	
11	Mrs.M.Ponmani	HOD,Dept.of Apparel and Fashion Technology	
12	Janab.Kazi.A.M.M.Kader Buksh Husain Siddiqi M.A.,	Representative from Local Society	
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15	Mrs.Shajitha	Alumnae Representative	






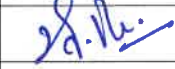


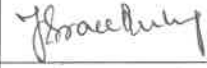






22-1-2019

**AIMAN COLLEGE OF ARTS AND SCIENCE FOR WOMEN
K. SATHANUR, TRICHY-620021.**

IQAC MEETING NOTICE AND AGENDA

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Following members were present for the meeting:

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1	Dr. Suhashini Ernest	Chairman	
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10	Mrs.C.Priya	HOD, Dept. of Mathematics	
11	Mrs.M.Ponmani	HOD, Dept.of Apparel and Fashion Technology	
12	Janab.Kazi.A.M.M.Kader Buksh Husain Siddiqi M.A.,	Representative from Local Society	
13	Janab.M.K.M.Usman	Representative from Local Society	
14	Janab.S.M.I.Mohamed Ismail	Representative from Industry	
15	Mrs.Shajitha	Alumnae representative	

1. Dr. Suhashini Ernest, Chairman welcomed the members of IQAC committee. Detailed discussion on each of the agenda item was held and following resolutions were made.

2. Confirmation of minutes of previous meeting:

Mrs. Munafur Hussaina read minutes of the meeting held on 12 Oct 2018. The minutes were confirmed and signed by the Chairman, Dr. Suhashini Ernest.

3. Actions taken

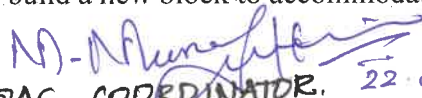
The following actions were taken on the resolutions passed in the previous meetings.

- a. Faculty development Programmes were organized to create of the learner centric environment
- b. Conducted capacity building programs for students
- c. Skill enhancement programs for staff (from AIMAN & other Educational institutions)
- d. workshop on 'Moodle' conducted to introduce ICT enabled teaching.
- e. Alumnae Association formed and a meet was conducted on 13th January, 2019.
- f. Library infrastructure facility was improved.
- g. Accomodation facility in Hostel is augmented
- h. Hostel infrastructure facilities increased by extension of Mess hall

4. New initiative of Quality enhancement

It was resolved that following academic and administrative functions are to be introduced

- a. To introduce PG course in Commerce (M. Com) in the ensuing academic year 2019-2020.
- b. to provide a Language laboratory for English.
- c. to provide exposure by taking students to higher institutions of learning.
- d. to conduct workshops to give hand on experience to students.
- e. to adopt and plan community based outreach programs in Olaiyur.
- f. to build a new block to accommodate the need for class rooms and language laboratory


IQAC COORDINATOR. 22.01.2019


PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021.

Meeting No: 1

1-10-2018


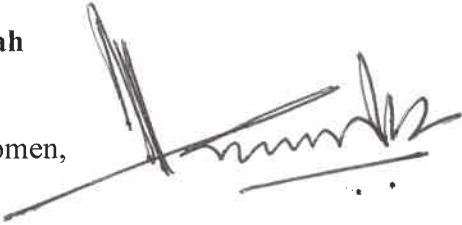


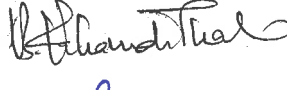

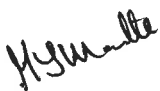

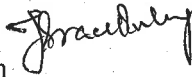

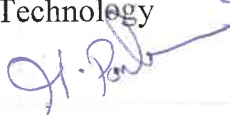
**AIMAN COLLEGE OF ARTS AND SCIENCE FOR WOMEN
K.SATHANUR, TRICHY-620021.**

IQAC MEETING NOTICE AND AGENDA

A Meeting of Internal Quality Assurance Cell (IQAC) of AIMA College of Arts and Science for women, Trichy, will be held at 3-00pm on 12th, October, 2018 in Mini Conference Hall.

AGENDA:

1. Formulation of IQAC committee.
2. Setting objectives and functions of the committee.
3. Identifying academic activities to enhance the quality.

Chairman	:	Dr.Suhashini Ernest Principal	
Management Representative	:	Janab.M.Y.Habibullah General Secretary, AIMAN College of Arts & Science for Women, Trichy-620021.	
Senior Administrator Officer	:	Dr. M.M.Shahul Hameed Correspondent, AIMAN College of Arts & Science for Women	
IQAC Co-coordinator	:	Mrs.Munafur Hussaina, HOD, Dept. of Computer Science	
Internal Members	:	Mrs.B.Fahameda Thabaseem HOD, Dept. of Computer Applications	
	:	Mrs. G. Revathi HOD, Dept. of Commerce.	
	:	Mrs.M.Jasmin Uhanitha HOD of Nutrition & Dietetics.	
	:	Mrs. M.Anees Fathima HOD, Dept. of English.	
	:	Mrs. J. Jayanthi Grace Ruby HOD(i/c), Dept.of Business Administration	
	:	Mrs.C.Priya HOD, Dept. of Mathematics	
	:	Mrs.M.Ponmani HOD,Dept.of Apparel and Fashion Technology	

EXTERNAL MEMBERS

Local Society :

Janab.Kazi.A.M.M.Kader Buksh
Husain Siddiqi M.A.,
Director, Islamic Studies
AIMAN Education & Welfare Society.
9790441792


Janab.M.K.M.Usman
Akbar Agencies,
Usman Gold House,
Trichy-620017.
9443101412

Industrial Experts :

Janab.S.M.I.Mohamed Ismail
Executive Director,
Femina Group of Enterprises,
Trichy- 620001.
9994906767

Alumnae :

Mrs.Shajitha
Kabaa Textiles & Tailoring,
Trichy-620017.
9159999933


1.10.2018
Principal
PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021.









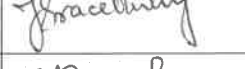




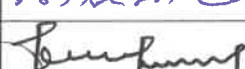
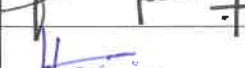
12-10-2018

**AIMAN COLLEGE OF ARTS AND SCIENCE FOR WOMEN
K. SATHANUR, TRICHY-620021.**

**MINUTES OF THE FIRST MEETING OF IQAC OF AIMAN HELD ON
12th, OCTOBER, 2018.**


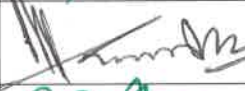


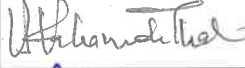

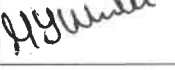

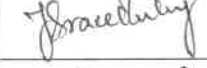




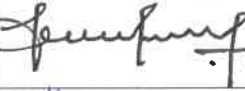

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Following members were present for the meeting:

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14	Janab.S.M.I.Mohamed Ismail	Representative from Industry	
15	Mrs.Shajitha	Alumnae Representative	

The Chairman, Dr. Suhashini Ernest, welcomed the members of IQAC committee. Detailed discussion on each of the agenda items was held and following resolutions were made.

1. Composition of IQAC Committee:

S.NO	Name of the members	Designation	Signature
1	Dr. Suhashini Ernest	Chairman	
2	Janab. M.Y.Habibullah	Management Representative	
3	Dr. M.M.Shahul Hameed	Senior Administrator Officer	
4	Mrs.Munafur Hussaina,	IQAC Co-ordinator	
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14	Janab.S.M.I.Mohamed Ismail	Representative from Industry	
15	Mrs.Shajitha	Alumnae representative	

All the members agreed upon the role assigned to them.

2. Setting objectives and functions of the committee:

Resolved that the following goals and objectives be set for IQAC:

Setting objectives and functions of the committee:

Resolved that the following goals and objectives be set for IQAC:


1. To develop a system for conscious and consistent action to improve the academic and administrative performance of the institution.
2. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.


Functions: Some of the functions of the IQAC are:

- a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.
 - b) Facilitating the creation of the learner centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
 - c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
 - d) Dissemination of information on various quality parameters of higher education.
 - e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
 - f) Documentation of the various programmes/ activities leading to quality improvement.
 - g) Acting as a nodal agency of the institution for coordinating quality-related activities, including adoption and dissemination of best practices.
 - h) Development and maintenance of institutional database for the purpose of maintaining/enhancing the institutional quality.
3. **Subject: Identifying academic activities to enhance quality**

Resolved that following academic activities be initiated in order to fulfill basic objectives of IQAC:

1. Conduct quarterly meetings of IQAC in order to plan and monitor various quality initiatives in academic and administrative area. The meetings should be ideally conducted in the month of January, April, July and October.
2. Introduce Resource Planning system for academic and administrative quality enhancement.
3. Make library a center of learning resource by introducing innovative activities
4. Conduct alumni meet in order to initiate the proposal of formation of Alumni Association


12.10.2018
IQAC COORDINATOR.


PRINCIPAL
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