



St. Mary's College (Autonomous)

Re- accredited with 'A+' Grade by NAAC (4th Cycle)

Thoothukudi.

**Minutes of the IQAC
2020 - 2021**



St. Mary's College (Autonomous), Thoothukudi.

Minutes of the IQAC 2020 – 2021**Date: 27.05.2020**

The IQAC meeting was held on 27th May 2020. The IQAC Coordinator Dr. B. Serena Margaret led the meeting. All the IQAC members attended the meeting and discussed the conduct of an Online International FDP for the faculty to highlight the importance of providing the academic support resources necessary for the students with learning disabilities to succeed in their respective programmes of study.

Agenda:

- i) To host an International FDP for the faculty to advocate more contemporary definitions of giftedness and knowledge, and help in the complicated identification and assessment of students who are both academically talented and learning disabled
- ii) To familiarise the faculty about the ways of handling the students with learning disabilities

Action Taken:

- i) IQAC conducted an Online International FDP on 02.06.2020 on “Invisible Scholars: Students with Learning Disabilities and Identification of Students with Learning Disabilities.”
- ii) Faculty from various disciplines across the country were given an awareness on creating a responsive environment to the learners with disability.

B. Serena Margaret
IQAC Coordinator

IQAC Co-ordinator
St. Mary's College (Autonomous)
Thoothukudi

Luisa Rose

Chair Person
Principal
St. Mary's College (Autonomous)
Thoothukudi - 628 001.





St. Mary's College (Autonomous) – Thoothukudi
Internal Quality Assurance Cell (IQAC) 2020-2021

S.No.	Members	Signature
1.	Principal Dr. Sr. A.S.J. Lucia Rose Chairperson	<i>Lucia Rose</i>
2.	IQAC Coordinator Dr. B. Serena Margaret IQAC Coordinator	<i>B. Serena Margaret</i>
3.	Management Nominee Dr. Sr. A. Arockia Jenecius Alphonse Asst. Coordinator	<i>Arockia Jenecius Alphonse</i>
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5.	Dr. S. Beulah Jerlin Assistant Professor of Botany	<i>Beulah Jerlin</i>
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11.	Local Society Nominee / Trust Ms. S. Rajathi Director, Morning Star Social and Educational Support System, Thoothukudi	<i>S. Rajathi</i>
12.	Student Nominee Ms. S. Minmini, II M. Com	<i>S. Minmini</i>
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16.	Stake Holder -Parent Mr. A. Paranjothi Packianathan Senior Tech, All India Radio, Thoothukudi.	<i>A. Paranjothi Packianathan</i>
17.	External Expert Dr. V. S. Joseph Albert Deputy Principal, St. Xavier's College (Autonomous), Palayamkottai.	<i>V. S. Joseph Albert</i>



Minutes of the IQAC meeting:**Date: 17.08.2020**

IQAC meeting was held on 17th August 2020. Dr. B. Serena Margaret, IQAC Coordinator led the meeting. All the IQAC members attended the meeting and discussed the conduct of Students Induction Programme for the I UG & the I PG students in the online mode based on the SAGE principle as per the guidelines of UGC.

Agenda:

- i) To conduct students Induction Programme for the I UG & the I PG students through the online platform
- ii) To assist the incumbents to acclimatise to the new role and the new environment, learn about the institutional policies, the processes, the practices, the culture and the values.

Action Taken:

- i) IQAC conducted the Students Induction Programme for the I UG students on 24.08.2020 and 25.08.2020 and for the I PG students on 2.9.2020 in the online mode.
- ii) The SIP highlighted the nurturing ambience of the institution with the multitudinous opportunities lying ahead for the students to attain success in their career as well as their lives.

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17.	External Expert Dr. V. S. Joseph Albert Deputy Principal, St. Xavier's College (Autonomous), Palayamkottai.	<i>V. S. Joseph Albert</i>



Minutes of the IQAC meeting:**Date: 31.08.2020**

IQAC meeting was conducted on 31st August 2020. Dr. B. Serena Margaret, IQAC Coordinator led the meeting. All the IQAC members attended the meeting and discussed the conduct of a webinar on teachers' day and the training programme on ICT Tools for the senior faculty.

Agenda:

- i) To assist the faculty to conserve an absorptive interest in whole person education and to establish a communicable association with the students' community and the academia of the world
- ii) To train the senior teaching fraternity on ICT Tools for handling online classes.

Action Taken:

- i) IQAC organised a webinar on "Intentional living as a Teacher" on 05.09.2020.
- ii) IQAC organised a one-week FDP on "ICT Tools for Online Teaching" to enlighten the senior teaching fraternity on the recent techniques and the nuances of digital teaching.

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IQAC Co-ordinator
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Minutes of the IQAC meeting:**Date: 21.12.2020**

IQAC meeting was conducted on 21st December 2020. Dr. B. Serena Margaret, IQAC Coordinator led the meeting. All the IQAC members attended the meeting and discussed the conduct of an orientation programme for the non-teaching faculty.

Agenda:

- i) To focus on a holistic and methodical approach to workplace mental health.
- ii) To strengthen the emotional wellness of the non-teaching faculty through the modern, accessible and effective well-being strategies.

Action Taken:

- i) IQAC conducted an orientation programme for the non-teaching faculty on “Strengthening Emotional Wellness through Effective Practices” on 22.12.2020.
- ii) The orientation programme equipped the non-teaching faculty to manage the daily stress and to handle the inevitable challenges of the workplace.

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Minutes of the IQAC meeting:**Date: 07.01.2021**

IQAC meeting was held on 07th January 2021. The IQAC Coordinator Dr. B. Serena Margaret led the meeting. All the IQAC members attended the meeting and discussed the conduct of an orientation programme on National Institutional Ranking Framework and Management Information System.

Agenda:

- i) To conduct on Orientation Programme on NIRF & MIS.
- ii) To focus on the parameters of discipline specific rank in NIRF and the MIS to achieve the strategic objectives.

Action Taken:

- i) IQAC conducted Orientation Programme on 12.01.2021 on the "Nuances of NIRF & MIS."
- ii) The orientation programme focused on the parameters that indicate different, pre-determined weightage that add up to the overall score and the ways of tailoring the information system to meet the specific needs of the institution.

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Minutes of the IQAC meeting:**Date: 19.01.2021**

IQAC meeting was conducted on 19th January 2021. Dr. B. Serena Margaret, IQAC Coordinator led the meeting. All the IQAC members attended the meeting and discussed the conduct of an orientation programme for the faculty on registration in the VIDWAN and IRINS portals.

Agenda:

- i) To focus on the research identity in the academia.
- ii) To facilitate the wide usage of the web enabled interfaces among the faculty to edit and hyperlink the publications.

Action Taken:

- i) IQAC in association with the Department of Library conducted an orientation programme for the faculty on "VIDWAN and IRINS" on 23.01.2021.
- ii) The orientation programme equipped the faculty to strengthen their research metadata quality and to ensure the increased visibility of their research output.

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Minutes of the IQAC meeting:**Date: 05.03.2021**

IQAC meeting was held on 05th March 2021. Dr. B. Serena Margaret IQAC Coordinator led the meeting. All the members of IQAC attended the meeting and discussed the conduct of Career Talk Series in association with Internshala.

Agenda:

- i) To organise expert talks to motivate students to take up Internships.
- ii) To assist the students to participate in the online Internship Fair and get offers for internships in the summer holidays.

Action Taken:

- i) IQAC conducted Career Talk Series on "How to Ace your Summer Internship from 10.03.2021 to 17.03.2021 in association with Internshala.
- ii) The Career Talk Series helped the students procure Internships available through the Internshala portal and build up a professional network.

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IQAC Coordinator

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Thoothukudi

Serina Rose

Chair Person
Principal

St. Mary's College (Autonomous)
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9.	Dr. T. Priyanka Assistant Professor of Commerce	<i>T. Priyanka</i>



Minutes of the IQAC meeting:**Date: 11.03.2021**

IQAC meeting was held on 11th March 2021. Dr. B. Serena Margaret IQAC Coordinator led the meeting. All the members of IQAC attended and discussed the conduct of a state level workshop on IPR.

Agenda:

- i) To organise a state level workshop on IPR
- ii) To facilitate the start-up activities in the institution.

Action Taken:

- i) IQAC conducted state level workshop in collaboration with the Institutions Innovation Council and the Department of Library on 16.03.2021 on "Intellectual Property Rights and IP Management for Start-up."
- ii) The workshop embarked on the scope of IPR and the necessary measures to regenerate the career opportunities of the students.

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