

MINUTES OF THE EXTERNAL QUALITY ASSURANCE CELL (IQAC) OF SRI RAMAKRISHNA COLLEGE OF ARTS & SCIENCE FOR WOMEN HELD ON 30th AUGUST 2022 AT 02.30 P.M.

Chairperson Dr.K.Chitra extended the welcome note to the external member of IQAC Dr.Prashant R Nair, and all other members present.

Achievements of Target for the year 2021 – 2022 was explained and the plan of action for the academic year 2022-2023 was presented by IQAC Coordinator Dr. S.Preetha

Academic Year: 2021 - 2022

Plan of Actions	Achievements / Outcomes
Criteria -1	
Industry advisory board is to be reformed with three industry members for a period of two years	<ul style="list-style-type: none"> Each department conducted the Industry advisory board meeting with three industry experts.
Curriculum feedback to be collected as per schedule and actions to be taken.	<ul style="list-style-type: none"> Feedback collected and analysed. The suggestions represented in the Board of Study meeting.
Departments to introduce New certificate courses as per the specific needs of the industry.	<ul style="list-style-type: none"> 8 different certificate courses are offered by the department. 509 students were benefitted.
Criteria – 2	
Internal/model assessment question papers must strictly adhere to blooms taxonomy.	<ul style="list-style-type: none"> Question papers incorporated with bloom's taxonomy verbs.
Criteria – 3	
Workshops/Seminars on Research methodology, Intellectual Property Rights (IPR) and Entrepreneurship to be promoted	<ul style="list-style-type: none"> 5 seminars organised
Research culture must be strengthened by increasing the number of Publication of articles (Scopus /UGC/WOS journals), books and utilizing the funding assistance.	<ul style="list-style-type: none"> 73 papers were published by the faculty. 78 papers were presented in the National & International conference. 23 books were published by faculty.

Institutions Innovation cell activities are to be strengthened by motivating the students to develop innovative projects and to participate in hackathon.	<ul style="list-style-type: none"> • Internal Hackathon organised
Minimum two MoU/Collaborations to be initiated.	<ul style="list-style-type: none"> • 8 MoU signed
Criteria – 5	
To motivate students to ,aspire for placement/higher studies including study abroad programme.	<ul style="list-style-type: none"> • 203 students were placed in reputed companies.
Career Guidance Cell of the college must come with more plans and events to provide guidance/coaching for competitive examinations etc.,	<ul style="list-style-type: none"> • 8 programs were organised.
Documents to be maintained in the department regarding students' representation and engagement in various administrative, co-curricular and extracurricular activities.	<ul style="list-style-type: none"> • Maintained in the department.
Criteria – 6	
To increase the sponsors for faculty to attend conference/workshop/seminars /FDP etc	<ul style="list-style-type: none"> • 24 faculty received Management sponsorship
To conduct professional development programs for teaching/non-teaching staff	<ul style="list-style-type: none"> • 78 programmes were organised.
To increase the participation in ranking survey and to improve the ranks	<ul style="list-style-type: none"> • Participated in Times of India, India Today and Week
To increase number of beneficiaries through alumni scholarship	<ul style="list-style-type: none"> • 18 students were benefitted.
Criteria – 7	
To regularize the green and environmental related audit	<ul style="list-style-type: none"> • Proposed to conduct this year.
To organize a greater number of programs relating to gender sensitization, environmental consciousness and sustainability, universal values & ethics etc.,	<ul style="list-style-type: none"> • 15 programs were organized.

Plan of action (2022-2023)

Curriculum Enrichment:

- 7 New certificate course to be introduced by the department by identifying the specific needs of the industry.

Teaching, Learning & Evaluation:

- Attendance Monitoring before all Internal and Model exam.
- Completion of Syllabi before commencement of Continuous Internal Assessment.
- Experiential learning using SIH problem statement for project.
- Evaluation rubrics for assignment, seminar and other activities (presentation, quiz, participation etc.)
- E-Content Development by Faculty
- Knowledge level to be included in all Internal question paper.
- Course Outcomes to be included in the model examination question Paper for the calculation of Course attainment.

Research, Innovation & Extension:

- To strengthen the research culture and to increase the number of research Publications. Faculty are motivated to publish 2 articles per year in Scopus /UGC Care1/WOS only.
- To motivate faculty to apply for patents and copyrights.
- To strengthen the innovation cell by motivating the students to develop innovative projects and to participate in hackathon. To constitute Industry mentor team for Hackathon.
- To conduct the 2 Workshops/FDP on Research methodology, Intellectual Property Rights (IPR) and entrepreneurship.
- To encourage the faculty to submit project proposals 1 per year. Associate Professor/Professor should submit 1 minor/major proposal per year.
- To sign 2 MoU with abroad universities, colleges and 5 industries per year and conduct activities with functional MoU partners.

Student Support Services:

- To increasing the number of scholarships, freeships provided by the institution / non-government agencies.
- To improve the activities of the College career guidance cell to provide guidance/coaching for competitive examinations etc.,
- Documents to be maintained in the department regarding students' representation and engagement in various administrative, co- curricular and extracurricular activities.

- To motivate students to aspire for placement/higher studies including study abroad programme.
- To arrange minimum 14 alumni motivational talk per year.
- To provide seed funding assistance for students to undertake innovative project proposals.

Social Responsibility:

- To inculcate the spirit of social responsibility among the students and encourage atleast 75% of students to actively participate in extension programs.

Eco friendly and green audit:

- To regularize the green and environmental related audit
- Minimum two initiatives to be taken for environmental awareness.

Suggestions given by Dr. Prashant R Nair

- All final year students should be given Value added course other than placement training.
- Closing the loop for Outcome Based Education.
- 4th class committee meeting can be planned with the agenda of Outcome Based Education.
- Content Management system to be created with indexing and searching options. It can be preferably available on app.
- Stop faculty from publishing articles in journals other than UGC/Scopus/WOS.

Principal thanked the External Members and all IQAC Members.



Principal