

OUR LADY COLLEGE OF EDUCATION, MADURAVOYAL, CHENNAI-95
IQAC MEETING MINUTES - (IQAC/MOM, 2022-23)

Date: 30.03.2023 Time: 09.00 am to 12.30 pm Venue: IQAC Room

S.No	Points	Discussion	Responsibility	Action Taken
1	Academic work	UG and PG Syllabus completion and Internal assessment was completed – No issues in academic activity	All staff	Nil
2	CO-Curricular activity	Organized seminar, workshop and research activities were analysed	All staff	Incentive given to Dr. Stalin, Dr. Kalaiselvi and Dr. Starlin Shyia
3	Extracurricular activity	Organized awareness and social work through NSS, YRC, RRC, etc.,	All staff	Awarded given to best performer, Dr. Stalin
4	Grievance of Fees	Any Fees related clarification students approach only SRO.	SRO	Problem solved with financial support of Madha Fee Waiver system
5	Placement	100% placement offered	Placement officer	Honoured placement coordinator, Dr. Starlin Shyia
6	Admission progress	All faculty refer both UG and PG admission for 2023-24.	All staff	Nil
7	Recruitment of manpower and Purchase of facility/chemicals	HODs bring the referral candidates for new recruitment and collect comparative quotation for purchase. All process must complete before commencement of classes.	All HOD's	02.05.2023
8	IQAC Audit	As per schedule IQAC audit completed for course file, activity files: Non confirmatory report (NCR) was 2.Two NCR completed with in three days.	IQAC	Nil



Principal
Dr. STARLIN SHYIAKUMAR

PRINCIPAL

Our Lady College of Education
Our Lady Nagar,
Maduravoyal, Chennai-95