

EMERALD HEIGHTS COLLEGE FOR WOMEN

**Affiliated to Bharathiar University
Re-Accredited with B⁺⁺ by NAAC (3rdCycle)
Finger post,Udhagamandalam-643006**

MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

It is hereby brought to the kind notice of the members that the meeting of the Internal Quality Assurance Cell will be held on 28.07.2022 at 3.30 p.m. in the seminar hall. All the members are requested to attend the meeting without fail.

AGENDA

- 1. Welcome Address by the Principal.**
- 2. To discuss about the Re-accreditation procedure.**
- 3. To conduct the Induction programme for the I year students.**
- 4. To celebrate Independence Day.**
- 5. To conduct Skill Development Programmes.**
- 6. To take II and III year students to Industrial Visit.**
- 7. To organize a workshop on Artificial Intelligence.**
- 8. To organize the Graduation Day for the 2020 and 2021 passed out students.**
- 9. Any other matter.**
- 10. Vote of Thanks.**

Date : 20.07.2022

Place: Ootacamund

To

All the members of the IQAC.

MINUTES OF THE IQAC MEETING

Subject: 1

The members of the the IQAC were greeted and welcomed by the Principal Dr. K. Sujatha who chaired the meeting.

Subject: 2

The Principal, Dr. K. Sujatha said that our college has entered into the fourth cycle of NAAC. Madam Principal assigned seven criterion heads for each criterion to prepare the SSR.

Subject: 3

The Principal instructed the Department Heads to conduct orientation programme for the freshers.

Subject: 4

The Principal informed that the 75th Independence Day is to be celebrated in a grand manner and the necessary arrangements are to be made.

Subject: 5

To prepare the students to get selected in placement interviews, the Heads of the Department suggested to conduct Seminars and Skill Development programme for the students.

Subject: 6

The Principal asked the Heads of the Department to take the students to Industrial Visit.

Subject: 7

It was informed that the students of the Department of Mathematics wanted to organize a workshop on Artificial Intelligence.

Subject: 8

The Principal stated that the Graduation Day for 2020 and 2021 passed out students must be conducted.

There being no other matter, the meeting was adjourned after the vote of thanks proposed by the IQAC co-ordinator, Mrs. Kavitha. R

Action Taken

- On 30.07.2022, Graduation Day was conducted for 2017-2020 and 2018-2021 batch students .The students were awarded with their Degree Certificates by Dr. P. Kaliraj, Honorable Vice Chancellor, Bharathiar University, Coimbatore.
- On 30.07.2022, an Alumini meet was conducted for the 2017-2020 and 2018-2021 batch of students.
- On 30.8.2022, all the Department Heads conducted Induction programme for their first year students.
- On 15.08.2022, our college celebrated the 75th Independence Day in a grand manner. The college Chairman Mr. N. Krishnamoorthy hoisted the National Flag.
- On 17.08.2022, a Placement Training workshop was conducted for the students by Mr. V. S. Arun Bharathi, NIIT, Coimbatore.
- On 26.8.2022, a guest lecture was given to the students of the Department of English Literature on the topic 'A Reflection of Life' by Ms. R. Pradeepa, Asst. Prof Department of English, Government Arts College, Ooty.
- On 2.09.2022, Department of Mathematics organized a seminar on Artificial Intelligence.
- On 23.08.22, Department of Zoology organized an Awareness Programme and Food Exhibition on Fortified Food. Ms. Jagatheiswari, State Co-ordinator, Food Fortification of India (FSSAI) was the Guest speaker.
- On 24.09.2022, Department of English Literature organized a webinar on 'Introduction to Literary Criticism'. Dr. Padmanaban, Assistant Professor, Department of English and Foreign Languages, Bharathiar University, Coimbatore was the resource person.

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MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

It is hereby brought to the kind notice of the members that the meeting of the Internal Quality Assurance Cell will be held on 26.09.2022 at 3.30p.m in the seminar hall. All the members are requested to attend the meeting without fail.

AGENDA

- 1. Welcome address by the Principal.**
- 2. To implement the Tamil Nadu State Government's Naan Muthalvan scheme of education.**
- 3. To arrange a study tour for the students as suggested by the Heads of the Department.**
- 4. To conduct webinars and workshops for the students.**
- 5. To organize Department activities by the Department of Zoology**
- 6. To organize seminars for the students by all departments.**
- 7. To organize a FDP**
- 8. Any other matter.**
- 9. Vote of thanks.**

Date :19.09.2022

Place:Ootacamund.

To

All the members of the IQAC.

MINUTES OF THE IQAC MEETING

Subject: 1

The members of the IQAC were greeted and welcomed by the Principal, Dr. K. Sujatha who chaired the meeting.

Subject: 2

The Principal informed that the Government of Tamil nadu has instructed the colleges to implement the Naan Muthalvan scheme of education in all the departments for the welfare of the student community.

Subject: 3

Department of Mathematics and Zoology wanted to visit Kanyakumari and the students of self financing wing were willing to visit Black Thunder for a one day visit.

Subject: 4

Members of the faculty of the Department of Computer Science wanted to conduct workshop with hands on experience for their students.

Subject: 5

Department of Zoology wanted to conduct their Department activities.

Subject: 6

The Principal instructed all the Department heads to organize regular seminars and guest lectures for their Department students.

Subject: 7

The Principal stated that as the college was working for Re-accreditation a FDP on Enhancing Quality Techniques in Higher Education Institutions will be organized and Dr. Vanithi Assistant Professor Erode Arts and Science College, Erode will be the resource person.

There being no other matter the meeting was adjourned after vote of thanks proposed by the IQAC Co-ordinator, Mrs. Kavitha. R

Action Taken

- On 29.9.2022, World Heart day was celebrated by the Department of Zoology with a power point presentation on working models of human heart.
- On 29.09.2022 and 30.10.2022, Department of Computer Science Conducted two days workshop on Cloud Computing, Mr. Rahul, Software Engineer, Key Skills Hub, Bangalore was the resource person.
- On 07.10.2022, a Faculty Development Programme was organized on the Title “Enhancing Quality Techniques in Higher Institutions”. Dr. Vanathi Assistant Professor, Department Of English Literature, Erode Arts and Science College, Erode was the Resource Person.
- On 12.10.2022, on account of Gandhi Jayanti, a District Level Speech Competition was held at Government Arts College, Ooty. Soundarya of II B.Com CA won the III prize.
- On 13.10.2022, Department of English organized their Literary Association club activities like Drama, Music and Debate.
- On 26.10.2022, Department of English Literature organized a State Level Webinar on “Postcolonial Literature”. Dr. S. Sneha Sri, Assistant Professor, Department of English, Periar University, Salem was the resource person.
- On 27.10.2022, Department of English organised a Guest Lecture on the Importance and Scope of English Language. Ms. Nancy Vinoth, Sr. Lecturer CPAT-TVS was the resource person.
- On 18.11.2022, a seminar on Grey Market and Digital Marketing was organized by the Department of Commerce.
- On 19.11.2022, a seminar on Ambush Marketing and Penny Stock was organized by Department of Commerce.

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MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

It is hereby brought to the kind notice of the members that the meeting of the Internal Quality Assurance Cell will be held on 25.01.2023 at 3.30p.m in the seminar hall. All the members are requested to attend the meeting without fail.

AGENDA

- 1. Welcome address by the Principal.**
- 2. To discuss about Literary fest by Department of Literature.**
- 3. To conduct FETE**
- 4. To organize placement drives for the final year students.**
- 5. To discuss about Extension activity by Department of Mathematics.**
- 6. To organize 7 days camp by NSS students.**
- 7. To change the college timings.**
- 8. Vote of thanks.**

Date: 18.01.2023

Place: Ootacamund.

To

All the members of the IQAC.

MINUTES OF THE IQAC MEETING

Subject: 1

The members of the IQAC were greeted and welcomed by the Principal, Dr. K. Sujatha who chaired the meeting.

Subject: 2

Department of English Literature expressed their willingness to conduct Literary Fest.

Subject: 3

Every year the Students of Department of Self Financing wing used to Conduct a Food Fest, this year the students were willing to conduct it with the title Food Frenzy.

Subject: 4

The Principal informed to conduct placement drives for the final year students.

Subject: 5

The students of the Department of Mathematics wanted to visit Nirmala Primary School, Ooty and teach the students Basic Mathematics.

Subject: 6

The NSS students wanted to have a one week camp at Kargudi, Ooty.

Subject: 7

The Heads of the Department requested to change the college timings for the convenience of the students.

There being no other matter the meeting was adjourned after vote of thanks proposed by the IQAC Co-ordinator, Mrs. Kavitha. R

Action Taken

- **On 20.1.2023, Department of Commerce conducted the Ph.D viva-voce examination for V. Rincy Thomas.**
- **From 30.1.2023 to 03.2.2023, members of Faculty from Department of Commerce and Department of Computer Science attended Naan Muthalvan FDP programme in Bharathiar University.**
- **On 6.2.2023 and 7.2.2023, Department of English organized Literary Association activities for their students.**
- **On 09.02.2023, the students of Self Financing Departments organized Literary Function Cognizance 2023.**
- **On 28.02.202, Department of Commerce conducted the Ph.D Viva Voce examinations for K.Divya.**
- **On 22.02.2023, Department of Mathematics organized a career guidance programme. Nancy Johnson, Lead UG Career Enhancement, Azim Premji University, Bangalore was the resource person.**
- **On 03.03.2023, Department of Mathematics conducted a one day workshop on Latex. Dr. B. Ganga, Assitant Professor, Dept of Mathematics, Providence College for Women, Coonoor was the resource person.**
- **On 21.03.2023, the Self Financing Departments organized Food Festival under the title Food Frenzy.**

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MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

It is hereby brought to the kind notice of the members that the meeting of the Internal Quality Assurance Cell will be held on 20.03.2023 at 3.30p.m in the seminar hall. All the members are requested to attend the meeting without fail.

AGENDA

- 1. Welcome address by the Principal**
- 2. To organize Sports Day celebrations.**
- 3. To discuss about College Day Celebrations.**
- 4. To conduct Naan Muthalvan Scheme of Examinations.**
- 5. To celebrate Lamp Lighting Ceremony**
- 6. To organize Students Farewell.**
- 7. Any other matter.**
- 8. Vote of thanks.**

Date: 13.03.2023

Place: Ootacamund.

To

All the members of the IQAC.

MINUTES OF THE IQAC MEETING

Subject: 1

The members of the IQAC were greeted and welcomed by the Principal, Dr. K. Sujatha who chaired the meeting.

Subject: 2

The Principal discussed about the arrangements to be made for Sports Day Celebrations and Dr. Jayachandran, Former District Sports and Youth welfare officer will be the Chief Guest.

Subject: 3

The Principal stated that the College Day will be celebrated and the meritorious students will be awarded with certificates and medals. Dr. Eswaramoorthy, Director of collegiate Education (Retd), Chennai will be the chief guest.

Subject: 4

The Principal informed about the implementation of the Naan Muthalvan scheme of examinations. Accordingly, the first years must attend a theory exam, the second years must attend practical exam and the final years must undergo the project.

Subject: 5

The Principals aid that the Lamp Lighting ceremony should be organized for the out going students and the necessary arrangements to be made for the function.

Subject: 6

The students of the of self financing wing expressed their willingness to conduct fare well for their final year students in Gempark star Hotel, Ooty and the same was approved by Principal.

There being no other matter the meeting was adjourned after vote of thanks proposed by the IQAC Co-ordinator, Mrs. Kavitha. R

Action Taken

- On 24.03.2023, Naan Muthalvan Training Programme was conducted for the Final Year students on the topic 'Capital Marketing' Ms. Julie Sabastian, NSE Academy was the trainer.
- On 28.03.2023, Naan Muthalvan Training programme was conducted on the topic 'Digital Marketing' Ronaldo Daniel was the trainer from NSE academy.
- On 06.04.2023 Sports Day was celebrated Mr.S. Jayachandran, Former District Sports and Youth welfare officer was the Chief Guest.
- On 21.04.2023, College Day was celebrated Dr. Easwaramoorthy, Director of Collegiate Education (Retd), Chennai was the chief guest.
- On 03.05.2023, a farewell party was given to the final year students.
- On 04.05.2023, a Lamp lighting ceremony was celebrated in the college auditorium.

The following Placement Drives were organized in the college.

SI.NO	DATE	NAME OF THE INSTITUTION	NO OF STUDENTS
1	24.01.2023	ENOVA SOFTWARE AND HARDWARE TECHNOLOGIES	44
2	30.01.2023	SURETI IMF	32
3	31.01.2023	NICE EDUCATION	40
4	21.02.2023	OPTIMIST SKILL DEVELOPMNT	42
5	13.03.2023	BRIGHT STAR EDUCATION INSTITUTION	47
6	12.04.2023	SARATHA INSTITUTION	52