



# Ethiraj College For Women

(AUTONOMOUS)

## Criterion VI

### 6.5.3. Quality assurance initiatives of the institution include:

**Regular meeting of Internal Quality Assurance Cell (IQAC)**

**Feedback collected, analysed and used for improvements**

**Collaborative quality initiatives with other institution(s)**

**Participation in NIRF**

**Any other quality audit recognized by state, national or international agencies (ISO Certification)**

### DVV findings

Provide Proceedings of meetings of IQAC. Provide Feedback analysis and action taken report. Provide Supporting documents pertaining to NIRF (along with link to the HEI's ranking in the NIRF portal). Provide ISO certificate / NBA certificate or quality certificate from any recognized state/national / international agencies for the assessment period for 2020-21. "

### Response of HEI

As per the DVV requirement,

- Proceedings of meetings of IQAC – Enclosed
- Feedback analysis and action taken report- Enclosed
- Supporting documents pertaining to NIRF (along with link to the HEI's ranking in the NIRF portal)- Enclosed
- Quality certificate from any recognized state/national / international agencies for the assessment period for 2020-21- NIL

*S. Kolthai*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

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**Chennai – 600 008**

*Affiliated to the University of Madras*  
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### **DVV-6.5.3. Quality Assurance Initiatives of the Institution**

**Proceedings of meetings of IQAC**

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### **6.5.3. Quality Assurance Initiatives**

### **IQAC Minutes**

2016-2017

# ETHIRAJ COLLEGE FOR WOMEN (Autonomous)

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## MINUTES OF THE MEETING HELD ON 6<sup>th</sup> June 2016 in the IQAC Room

Members Present:

Dr. Rennet Samson	Coordinator
Dr. Malathi	Member
Dr. Anusha Balasingh	Member
Dr. Saradha	Member
Ms. Preethi Raj	Member

Apology for Absence: Dr. Jhone Verjhula

New Business:

The meeting was convened to discuss the arrangements to be made for the National Symposium to be held on 18<sup>th</sup> and 19<sup>th</sup> July 2016.

The following were some of the suggestions made and decisions taken:

1. Dr. Malathi suggested that an invitation could be sent to Ms Smriti Irani, Minister for HRD to be the Chief Guest,
2. It was decided that a separate symposium account would have to be opened at the earliest.
3. A suggestion was made that all principals of various colleges in the country could be informed about the symposium through the Principals ID.
4. Make a list of colleges with Potential for Excellence and Centre of Excellence.
5. As per the Principal's instruction to come up with names for a Panel of Experts for the Panel Discussion, the members of the IQAC came up with the following names: Dr. Mariazeena, Director, Sathyabama University, Mr. Jayaprakash Gandhi, Ms. Kiran Bedi, the Principal of MCC, the Principal of Loyola College, of Francis College, Hyderabad, Fergusson College and Christ University, Bangalore.
6. It was decided that the suggestion made by Dr. Bhoomitra Dev to have a video library would be implemented at the earliest. Recordings of all seminars, conferences, symposiums etc should be sent to the library by Vijaykumar, Mahesh and Ranjit.
7. It was resolved to avail of the autonomy grant from the COE and to confirm whether the amount allotted was Rs. 10000 or Rs. 20000.
8. Registration amount could be sent by NEFT.
9. Possible hotels for accommodation for the dignitaries: Hotel Savera, Radisson Blu and Ambassador Pallava.
10. It was decided that tickets would be booked through Thiru travels and that they could also take care of the dropping and picking up of dignitaries.
11. The pre invite has to be modified to incorporate the changes suggested by the Principal
12. A tentative budget was prepared

The meeting came to an end at 6.30 pm.

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Members Present:

Name	Signature
Dr. Rennet Samson	
Dr. Malathi	
Dr. Anusha Balasingh	
Dr. Saradha	
Ms. Preethi Raj	

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MEETING OF THE IQAC MEMBERS WITH THE PRINCIPAL ON 16.06.2016 IN THE PRINCIPAL'S OFFICE

Members Present:

Dr. A Nirmala	Principal
Dr. Rennet Samson	Coordinator
Dr. Jhone Verjhula	Member
Dr. Malathi	Member
Dr. Anusha Balasingh	Member
Dr. Saradha	Member
Ms. Preethi Raj	Member

Apology for Absence: Nil

The Principal informed the members of the IQAC that by Friday the panel members should be fixed. She suggested that the panel could comprise of 2 educationists, 2 corporate leaders and one moderator. She suggested looking for members from institutions such as Loyola College and companies such as Deloitte.

The Principal felt that a session on Sharing Best Practices could be had when participants from other colleges could be asked to share their views.

Members Present:

Name	Signature
Dr. A Nirmala (Principal)	
Dr. Rennet Samson (Coordinator)	
Dr. Jhone Verjhula	
Dr. Malathi	
Dr. Anusha Balasingh	
Dr. Saradha	
Ms. Preethi Raj	

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## MINUTES OF THE MEETING HELD ON 21<sup>st</sup> July 2016 in the Principal's Office

Members Present:

Dr. Nirmala	Principal
Dr. Rennet Samson	Coordinator
Dr. Adline G. Albert	
Dr. Jhone Verjhula	Member
Dr. Malathi	Member
Dr. Anusha Balasingh	Member
Dr. Saradha	Member
Ms. Preethi Raj	Member

Apology for Absence: Nil

The Principal reviewed the recently concluded National Symposium on the topic from Potential for Excellence to Excellence in Higher Educational Institutions on 18<sup>th</sup> & 19<sup>th</sup> July 2016. While expressing her satisfaction that the programme went off well, she noted that participation from other colleges had been less than expected.

She congratulated all those who were part of the arrangements.

She instructed the IQAC members to reviews the suggestions and advice given by the various distinguished speakers on how to move from Potential for Excellence to Excellence.

Members Present:

Dr. Nirmala (Principal)	<i>A. Nirmala</i>
Dr. Rennet Samson (Coordinator)	<i>Rennet Samson</i>
Dr. Adline G. Albert	
Dr. Jhone Verjhula	<i>Jhone</i>
Dr. Malathi	
Dr. Anusha Balasingh	<i>Anusha</i>
Dr. Saradha	<i>Saradha</i>
Ms. Preethi Raj	<i>Preethi</i>

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MINUTES OF THE MEETING HELD ON 1 September 2016 in the IQAC Room at 11.30 am

Members Present:

Dr. Rennet Samson	Coordinator
Dr. Jhone Verjhula	Member
Dr. Malathi	Member
Dr. Anusha Balasingh	Member
Dr. Saradha	Member
Ms. Preethi Raj	Member

Apology for Absence: Nil

New Business:

The members met to discuss the remaining programmes charted out for the academic year.

The following resolutions were made:

1. A one day seminar for the faculty in October.
2. A three day Faculty Development Programme would be conducted in January. Each day would cover one discipline : Humanities, Sciences and Business Studies
3. A student workshop on first aid
4. An IQAC initiated certificate programme such as Yoga
5. A medical camp for the non-teaching staff of the college covering eye, dental and ENT

The meeting came to an end at 12.30 pm

Members Present:

Dr. Rennet Samson (Coordinator)	Rennet Samson
Dr. Jhone Verjhula	Jhone
Dr. Malathi	Malathi
Dr. Anusha Balasingh	Anusha
Dr. Saradha	Saradha
Ms. Preethi Raj	Preethi



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## MINUTES OF THE MEETING HELD ON 15<sup>th</sup> October 2016 in the IQAC Room at 11.30 am

Members Present:

Dr. Rennet Samson	Coordinator
Dr. Jhone Verjhula	Member
Dr. Malathi	Member
Dr. Anusha Balasingh	Member
Dr. Saradha	Member
Ms. Preethi Raj	Member

Apology for Absence: Nil

New Business:

The members met to discuss the upcoming programmes:

1. The Medical Check up for the non-teaching would be on 27<sup>th</sup> October 2016. The following staff would take up responsibilities to contact hospitals and make arrangements to bring in the doctors and specialists.

Eye: Ms. Preethi Raj

Dental: Dr. Malathi

ENT: Dr. Anusha

2. The check up would begin from 9 am. There would be a lecture at 11.30 am.
3. The FDP programme could be held on 19<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup> of December. Staff with less than 5 years of experience could be the participants.

19<sup>th</sup> – Humanities

20<sup>th</sup> – Sciences

21<sup>st</sup> – Business Studies

Session one on the first day could be on the topic – Integrating Research into the curriculum while other sessions could be on innovations in teaching.

Members Present:

Dr. Rennet Samson (Coordinator)	<i>Rennet Samson</i>
Dr. Jhone Verjhula	<i>Jhone Verjhula</i>
Dr. Malathi	<i>Malathi</i>
Dr. Anusha Balasingh	<i>Anusha Balasingh</i>
Dr. Saradha	<i>Saradha</i>
Ms. Preethi Raj	<i>Preethi Raj</i>



**MINUTES OF THE IQAC MEETING HELD ON 17.11.2016 AT 2.20PM IN THE  
PRINCIPAL'S OFFICE**

**Members Present:**

1. Dr. A. Nirmala – Principal
2. Dr. Renet Samson – IQAC Coordinator
3. Dr. Jhone Verjhula
4. Dr. Malathi V
5. Dr. Anusha Balasingh
6. Ms. Preethi Raj

**Apology for Absence:**

1. Dr. Adeline Albert
2. Dr. Saradha

The Principal informed the Committee that she has strengthened the IQAC team by inducting two staff from the recent appointees who will join the team from the next academic year – Dr. Gohulavani from the Department of Chemistry and Dr. Lavanya from the Department of Hindi. She also said that some more staff from the evening college can be added to the IQAC to further strengthen it as the next academic year will be a crucial year as the LOI has to be prepared and the 14 senior staff who are retiring cannot be involved in the IQAC.

The following are some of the suggestions that she gave:

- Maximum preparation to be done by May 2018
- Presentation can be creative with adequate facts
- A small increase in the research
- Organizational structure where we scored low should be looked into
- Everything should reflect the thought that has gone into it.
- Work on the guidelines ( in the last NAAC we were the first to follow the new guidelines)
- LOI has to be sent by 4 ½ years (Six months before the visit)
- The expectation from NAAC is different with regard to Ethiraj College as it is a College with Potential for Excellence.
- What are the students doing with access to WiFi
- Encourage teaching learning innovations
- Conduct a workshop on teaching methodology – Submit their teaching modules
- Innovations and best practices to be checked
- Administration – Student League – can be included in the Best Practices
- IQAC to look into the NAAC guidelines
- Conduct an Academic Audit in the month of February

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- Explore integrating research into the curriculum
- One day Orientation for all new faculty may be on Emotional Intelligence – the 22 Aided and Trust appointed and those with less than five years. Seniors from our own college can also be encouraged to attend
- Morning session – General Talk – afternoon session subject related
- IQAC to create benchmarks for college with inputs from the workshops
- Preparation of study material
- Scope international
- Can regular students join an Open University – IQAC to clarify with universities – can they do two regular full time courses?
- English Department to conduct a bridge course
- Create a book bank
- More involvement of staff in research
- Staff diary must be revamped
- Collaborations with DST
- Science depts such as Botany dept can be involved in consultancy
- Conduct of Audit by NPTEL – Srinivas
- The flowing MOUs have been signed so far
  - International
  - 1. Concordia – MOU
  - 2. ACCA – Course – International Collaboration
  - 3. CMA (IMA) – Course International Collaboration (CMA Certification Programme in collaboration with IMA, New Jersey, USA ACCA Professional Programme, ACCA Parallel Programme, ACCA Certified Programme)
- To be included - Voter's registration – Students in electoral roles – Human Rights Department

The meeting came to an end at 4.55 pm.

Sl. No	Name	Signature
1	Dr. A. Nirmala	A. Nirmala
2	Dr. Rennet Samson	Rennet Samson
3	Dr. Jhone Verjula	Jhone
4	Dr. V. Malathi	V. Malathi
5	Dr. Anusha Balasingh	Anusha Balasingh
6	Ms. Preethi Raj	Preethi Raj

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MINUTES OF THE MEETING HELD IN THE PRINCIPAL'S OFFICE 17<sup>th</sup> NOVEMBER 2016

Time: 3.30 pm

Members Present

1. Dr. A. Nirmala – Principal
2. Dr. Rennet Samson – Coordinator
3. Dr. Jhone Verjhula – Member
4. Dr. Malathi – Member
5. Dr. Anusha Balasingh - Member
6. Ms. Preethi Raj – Member

Apology for Absence: Dr. Adeline Albert, Dr. Saradha

The Principal informed the IQAC that she would strengthen the team with two new members who would be inducted next academic year – Dr. Gokulavani (Chemistry) and Dr. Lavani (Hindi).

The meeting came to an end at 3.00pm.

Sl. No	Name	Signature
1	Dr. A. Nirmala	
2	Dr. Rennet Samson	
3	Dr. Jhone Verjula	
4	Dr. V. Malathi	
5	Dr. Anusha Balasingh	
6	Ms. Preethi Raj	

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## MINUTES OF THE MEETING HELD ON 10.02.2017 IN THE IQAC ROOM

### Members Present

Dr. Rennet Samson

Dr. V. Malathi

The members met to discuss the guidelines for financial support for Management sponsored projects

The following inputs and needs were received from the science departments for Research purposes:

1. Representation was made by staff members regarding money reimbursement for paper publication
2. LCD provisions in departments can be increased
3. MOU signed with TRC has provision only for students. It can be extended to staff members also
4. New MOUs can be made with research institutes and industries and institutes with animal houses
5. OD provision can be provided (2 – 3 hrs) to attend viva voce and for research purposes twice a month
6. Travel expenses for attending and presenting at conferences and seminars can be reimbursed.
7. More flexibility in the permission for research activities
8. Number of ODs that can be availed to be mentioned
9. Institution Ethical Committee has to be constituted
10. One more lab assistant for the instrumentation centre to cover both the Aided and Self-Supporting streams.

Sl. No	Name	Signature
1	Dr. Rennet Samon	
2	Dr. V. Malathi	

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**6.5.3. Quality Assurance Initiatives**  
**IQAC Minutes**

2017-2018

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MINUTES OF THE MEETING HELD ON 04.04.2017 IN THE IQAC ROOM

**Members Present:**

1. Dr. Rennet Samson – IQAC Coordinator
2. Dr. Malathi V
3. Dr. Saradha
4. Dr. Anusha Balasingh
5. Ms. Preethi Raj

**New Members:**

6. Dr. Gohulavani
7. Dr. Lavanya

Ideas for improvement

Placement register

1. S.no	Name	Nam of the course	Year of study	Higher studies / Placement
2. Salary		Name of the company	Copy of offer letter	

Research:

- Departments affiliation for research
- Departments to be initiated
- More Ph.D holders to apply for guide ship
- Research Scholars. List of full tie / part time in the Department faculty
- No. Ph.D awarded
- Students projects must be published

3. IQAC Newsletter 2 per academic years- 1 per semester.
4. Dr. Gohulavani & Dr. Lavanya to take charge

1. Rennet Samson  
2. Malathi V  
3. Saradha  
4. Anusha Balasingh

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## MINUTES OF THE MEETING HELD ON 15.05.2017 IN THE IQAC ROOM

### **Members Present**

Dr. Rennet Samson

Dr. Saradha

Dr. Sutha T

Dr. Vaishnavi C

### **Apology for Absence:**

Dr. V. Malathi

Dr. Gohulavani G

Dr. Lavanya N

The discussion resulted in the following resolutions:

1. To request the Principal if MCA Dept could create a software to link all departments to a central data pool
2. To call for a meeting of all the IQAC Links in the month of June
3. Academic Audit to be fixed in the month of June after consultation with Principal regarding the date
4. External Extended Meeting in January 2018 – New member to be added on account of the retirement of Dr. Mercy Pushpalatha. A suggestion was made that the Principal of Ayyanar Nadar college, Sivakasi could be included
5. To implement the suggestions given by the External members
6. To create a Quality Circle group – wise
  - 1) Humanities
  - 2) Business Studies
  - 3) Life Sciences
  - 4) Physical Sciences
7. To ask them draw up a schedule of activities such Research and consultancy etc for the group and to ask them to periodically submit the reports to the IQAC.
8. Quality Circle to work on the Faculty Development Programme
9. More Department to have in house journals
10. Suggest that there should be a recognition of the Best Paper awardees and those who present papers abroad
11. SWOC analysis to be conducted in August
12. A Feedback to be collected from students and parents regarding syllabus and other aspects of college life
13. Examine thoroughly all the criteria for NAAC reaccreditation and send the questions to all the departments at the earliest



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14. Suggest that departments can have certificate programmes through the organizations with which they have signed an MOU – three months course etc. in association with IQAC Quality Circle

15. Keep a watch on the website updating of events

The meeting came to an end at 1.45 pm.

Sl. No	Name	Signature
1	Dr. Rennet Samon	
2	Dr. Saradha	
3	Dr. Sutha T	
4	Dr. Vaishnavi	



## Minutes of the Meeting Held on 6.07.17

A meeting of the IQAC was held in the Principal's office at 1 pm.

Members Present:

Dr. A. Nirmala, Principal & Secretary – Chairperson IQAC  
Dr. Renet Samson – IQAC Coordinator  
Dr. N. Lavanya  
Dr. G. Gohulavani  
Dr. Saradha  
Ms. Menaka  
Ms. C. Vaishnavi

The meeting was convened to discuss the following :

1. SWOC Analysis
2. Conduction of Academic Audit

It was decided that a SWOC analysis should be conducted on a regular basis.

It was resolved that the Academic Audit of the departments will be held on 20<sup>th</sup> July. The audit committee should comprise of one chair person and two subject expert.

1. A. Nirmala
2. Renet Samson
3. [Signature]
4. Saradha
5. [Signature]
6. [Signature]
7. C. Vaishnavi

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**6.5.3. Quality Assurance Initiatives**  
**IQAC Minutes**

**2018-2019**

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**MINUTES OF THE EXTERNAL PEER COMMITTEE MEETING HELD ON  
14.02.2019**

The External Peer Committee Meeting of the IQAC of the College was convened on 14<sup>th</sup> February 2019 in the VIP Lounge at 11.00 am. The following members were present.

Dr. M.R. Srinivasan  
Dean – College Development Council  
Professor and Head, Department of Statistics,  
University of Madras,  
Chepauk Campus,

Dr. V. Pandiyarajan  
Former Principal  
Ayya Nadar Janaki Ammal College, Sivakasi

Mr.G.R.Hari  
Chief Executive Partner  
Manohar Chowdhry & Associates,

Mrs. Chandradevi Thanikachalam  
Chairperson  
Ethiraj College Trust

Dr. S. Kothai - Principal & Secretary

Vice Principals

Dr. D.B. Usharani - (Aided)  
Dr. T. Usha Priya - (Self supporting)

Dr. A.S.Saranya - Dean of Research  
Dr. G. Caroling - Dean of Academics  
Dr. S. Gayathri - Dean of Students  
Dr. M. Vijaya - UGC Coordinator

**IQAC Members**

IQAC Coordinator – Dr. Rennet Samson  
Dr. G. Radhika , Department of Economics ( Aided)  
Dr. N. Lavanya , Department of Hindi (Aided)  
Dr. G. Gohulavani , Department of Chemistry (Aided)  
Mrs. C.Vaishnavi , Department of Business Economics (SS) - Alumna  
Dr. M. Menaka , Department of Clinical Nutrition (SS)  
Mrs. Veena Murali , Department of Bank Management (SS)

Trushna Patra - Student Representative

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**Members Present**

Name	Signature
Dr. M.R. Srinivasan Dean – College Development Council Professor and Head, Department of Statistics, University of Madras , Chepauk Campus, Chennai	
Dr. V. Pandiyarajan Former Principal Ayya Nadar Janaki Ammal College, Sivakasi	 14/2/19
Mrs. Chandradevi Thanikachalam Chairperson Ethiraj College Trust	
Mr.G.R.Hari Chief Executive Officer, Manohar Chowdhry & Associates	
Dr. S. Kothai( Principal)	 14/2/19.
Dr. D.B. Usharani, Vice Principal, (Aided)	 14/2/19
Dr. T. Usha Priya ,Vice Principal, (Self Supporting)	 14/2/19
Dr. G. Caroling (Dean of Academics)	—
Dr. A.S.Saranya (Dean of Research)	 14/2/19
Dr. S. Gayathri (Dean of Students)	—
Dr. M. Vijaya (UGC Coordinator)	 14/2/19
Dr. Rennet Samson (Coordinator)	 14/2/19.
Dr. G. Radhika , Dept of Economics (Aided)	For 14/2/19
Dr. N. Lavanya ,Dept of Hindi (Aided)	 14/2/19
Dr. G. Gohulavani , Dept of Chemistry (Aided)	 14/2/19
Mrs. C.Vaishnavi , Department of Business Economics (SS) - Alumna	 14/02/2019
Dr. M. Menaka , Dept of Clinical Nutrition (SS)	 14/2/19
Mrs. Veena Murali , Dept of Bank Management (SS)	—

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Trushna Patra - Student Representative

*Patra*

Vice

DR MRS. VIJAYA  
DR MRS. USHABURISH

Dept of Chemistry (Ad)  
Clinical Nutrition  
& Dietetics (SS)

Dr Mrs Ushaburish

1

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**ETHIRAJ COLLEGE FOR WOMEN (AUTONOMOUS), CHENNAI  
INTERNAL QUALITY ASSURANCE CELL (IQAC)  
MINUTES OF THE EXTERNAL PEER COMMITTEE MEETING HELD ON  
14.02.2019**

The meeting commenced with the address of the Vice Principal, Dr. D. B. Usha Rani who welcomed the External Experts, Dr. M.R. Srinivasan, Dean – College Development Council, Professor and Head, Department of Statistics, University of Madras, Chepauk Campus, Dr. V. Pandiyarajan, Former Principal, Ayya Nadar Janaki Ammal College, Sivakasi, Mrs. Chandradevi Thanikachalam, Chairperson, Ethiraj College Trust, Principal and Secretary of the College Dr. S. Kothai, Mr. G. R. Hari, Industry Expert and the members of the Committee. The Vice Principal then introduced the vision and mission of the college and various activities of the college.

The IQAC Coordinator Dr. Rennet Samson read the highlights of the Minutes of the previous meeting and presented the Action Taken Report. Thereafter the external experts made various suggestions for the betterment of the college.

The following were some of the suggestions made by Dr. M.R. Srinivasan:

The autonomy granted to the college could be exploited to its fullest extent in novel ways as for example by starting new courses, thereby increasing the total credits that a student can earn. The number of credits can be finalized by the Board of Studies. The autonomy can also be extended by introducing industry exposure as part of the courses.

He also suggested that the courses offered by MOOC could be introduced as part of the syllabus. At least 20% of the courses should be online courses and the credits earned should be part of the course curriculum. Courses offered by NPTEL and SWAYAM should be approved by the Board of Studies. He said students should be permitted to opt out of the MOOC courses if they so desire.

When courses offered through MOOC are to be introduced they must approved in advance from the University of Madras and the board of studies.

International collaborations should be made mandatory. However, the financial aspects should be considered when opting for International courses and twinning programmes. Short term courses abroad with credits would be better suited.

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Feedback system from students should be made online or the drop box mode introduced to get better feedback from students.

To a clarification from the Dean of Research, Dr. A. Saranya regarding how to decide on NPTEL credits for other discipline courses, Dr. Srinivasan, suggested that each board should approve the courses and credits for the respective subjects.

He also offered the information that IIT, NPTEL centre bringing out new courses, especially skill based courses- personality development which can be offered through MOOC. The credits assigned for the Undergraduate Programmes should be increased.

Dr. Srinivasan advised the faculty to apply for more Projects by tapping private institutions and organizations offering such projects such as ICMR, DRDO etc and gave the information that projects beyond five lakhs in DRDO would have to be approved by the Defence Ministry.

Dr.V.Pandiyarajan External Expert commenting on the activities of IQAC said that the IQAC should bear in mind its responsibilities since it acts as a catalyst for improvement of college by giving suggestions.

He suggested that an extra optional credit paper could be offered for fast learners. In addition, in the final semester a minimum of one skill based or job oriented course per department, should be made mandatory. The courses should be approved by Government, Academics, board, council and BOS.

Even short term, certificate courses, diploma courses, crash courses and value added courses should be offered for a minimum of 30 hrs.

He also advised the college to start incubation and startup centers keeping in mind the NAAC criteria on Research and Innovation.

With regard to the criteria on Teaching and Evaluation the college should concentrate on earning more credits in NAAC since NAAC had become stricter in awarding points. He also said that there should be a separate cell of ICT enabled teaching to improve ICT teaching methodology – multimedia, audio, video etc.



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The College could consider student exchange programmes – within institutions at state level especially at the M.Phil/Ph.D level.

Dr. Srinivasan, gave valuable inputs regarding internship programmes offered by the Jawarhalal Nehru Center for Advanced studies & Research, Bangalore and suggested that such internships should be given extra credits.

Mr. Hari, the Industry Expert thanked the team for their untiring efforts. He further commented on the feedback about the internship programme in Social science and suggested that students should concentrate on various internship programmes offered by the ministry.

Mr. Hari pointed out that at the micro level, the students are the brand ambassadors who reflected the college. He also said the students should be trained to prepare and share their CV and access the mail. He also enquired about the charter of the IQAC. Mr. Hari also spoke about the purpose of having a corpus fund in the college and that it should not be used only on infrastructure. He cautioned the college on having long standing idle cash and highlighted the need to keep a close watch on the available funds.

He said that it was necessary to ensure that the college possessed Quality control at 360 degree for policy making for the next decade at both the student and faculty levels. Choice between Industry Placement or higher education reflects good progress. Entrepreneurship, Research & Development plays a vital role in achieving the targets in the long run. Parallel creation of infrastructure is the need of the hour. A clear charter has to be framed by 2025.

Dr. Pandiyarajan enquired about the College NAAC sponsored programmes and advised that such programmes could be taken up in future. He further emphasized the need to orient all faculty about the NACC guidelines and understand each criterion.

He also said that all activities should be highlighted in the IQAC newsletter.

Dr. Srinivasan questioned regarding the fundings received through minor and major projects. He advised that funding from TANSCH, ICSSR, ICMR and DRDO should be identified and tapped as alternatives for UGC funding.

Mr. Hari pointed out that CSR funds and MOU from industrial sectors are available to be utilized.

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Dr. Pandiyarajan added that publications in Scopus indexed journals and Web of Science should be improved. He insisted that each faculty must have at least one paper publication in a Scopus journal.

Initiatives to measure the outcomes should be taken and updated as per criteria and uploaded on the website. Course outcome should be measurable and included in the syllabus. The Syllabus should be made available on the website. The Programme Outcome, Programme Specific Outcome and Course outcome of the curriculum should also be uploaded on the website. He suggested that the IQAC Newsletter could highlight all activities in the College and not just the IQAC activities.

Dr. Pandiarajan also gave suggestions for assessing the data quantitatively for NAAC accreditation by giving inputs to students, and spoke about the revised NAAC criteria. The applicable, non applicable metrics, essential metrics of the new NAAC guidelines should be understood.

The experts also highlighted the importance of Equivalence Certificate for certain courses for future recruitment in government sectors. It was also suggested that Plagiarism software should be installed for enhancing the quality of publications. Alumni associations should be registered. The Principal Dr. S. Kothai thanked the experts for their valuable suggestions.

The meeting came to an end at 1.15pm .

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**MINUTES OF THE EXTERNAL PEER COMMITTEE MEETING HELD ON  
14.02.2019**

The External Peer Committee Meeting of the IQAC of the College was convened on 14<sup>th</sup> February 2019 in the VIP Lounge at 11.00 am. The following members were present.

Dr. M.R. Srinivasan  
Dean – College Development Council  
Professor and Head, Department of Statistics,  
University of Madras,  
Chepauk Campus,

Dr. V. Pandiyarajan  
Former Principal  
Ayya Nadar Janaki Ammal College, Sivakasi

Mr.G.R.Hari  
Chief Executive Partner  
Manohar Chowdhry & Associates,

Mrs. Chandradevi Thanikachalam  
Chairperson  
Ethiraj College Trust

Dr. S. Kothai - Principal & Secretary

Vice Principals

Dr. D.B. Usharani - (Aided)  
Dr. T. Usha Priya - (Self supporting)

Dr. A.S.Saranya - Dean of Research  
Dr. G. Caroling - Dean of Academics  
Dr. S. Gayathri - Dean of Students  
Dr. M. Vijaya - UGC Coordinator

**IQAC Members**

IQAC Coordinator – Dr. Rennet Samson  
Dr. G. Radhika , Department of Economics ( Aided)  
Dr. N. Lavanya , Department of Hindi (Aided)  
Dr. G. Gohulavani , Department of Chemistry (Aided)  
Mrs. C.Vaishnavi , Department of Business Economics (SS) - Alumna  
Dr. M. Menaka , Department of Clinical Nutrition (SS)  
Mrs. Veena Murali , Department of Bank Management (SS)

Trushna Patra - Student Representative

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**Members Present**

Name	Signature
Dr. M.R. Srinivasan Dean – College Development Council Professor and Head, Department of Statistics, University of Madras , Chepauk Campus, Chennai	
Dr. V. Pandiyarajan Former Principal Ayya Nadar Janaki Ammal College, Sivakasi	 14/2/19
Mrs. Chandradevi Thanikachalam Chairperson Ethiraj College Trust	
Mr.G.R.Hari Chief Executive Officer, Manohar Chowdhry & Associates	
Dr. S. Kothai( Principal)	 14/2/19.
Dr. D.B. Usharani, Vice Principal, (Aided)	 14/2/19
Dr. T. Usha Priya ,Vice Principal, (Self Supporting)	 14/2/19
Dr. G. Caroling (Dean of Academics)	—
Dr. A.S.Saranya (Dean of Research)	 14/2/19
Dr. S. Gayathri (Dean of Students)	—
Dr. M. Vijaya (UGC Coordinator)	 14/2/19
Dr. Rennet Samson (Coordinator)	 14/2/19.
Dr. G. Radhika , Dept of Economics (Aided)	For 14/2/19
Dr. N. Lavanya ,Dept of Hindi (Aided)	 14/2/19
Dr. G. Gohulavani , Dept of Chemistry (Aided)	 14/2/19
Mrs. C.Vaishnavi , Department of Business Economics (SS) - Alumna	 14/02/2019
Dr. M. Menaka , Dept of Clinical Nutrition (SS)	 14/2/19
Mrs. Veena Murali , Dept of Bank Management (SS)	—

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Trushna Patra - Student Representative

*Patra*

Vice

DR MRS. VIJAYA  
DR MRS. USHABURISH

Dept of Chemistry (Ad)  
Clinical Nutrition  
& Dietetics (SS)

Dr Mrs Ushaburish

1

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**ETHIRAJ COLLEGE FOR WOMEN (AUTONOMOUS), CHENNAI  
INTERNAL QUALITY ASSURANCE CELL (IQAC)  
MINUTES OF THE EXTERNAL PEER COMMITTEE MEETING HELD ON  
14.02.2019**

The meeting commenced with the address of the Vice Principal, Dr. D. B. Usha Rani who welcomed the External Experts, Dr. M.R. Srinivasan, Dean – College Development Council, Professor and Head, Department of Statistics, University of Madras, Chepauk Campus, Dr. V. Pandiyarajan, Former Principal, Ayya Nadar Janaki Ammal College, Sivakasi, Mrs. Chandradevi Thanikachalam, Chairperson, Ethiraj College Trust, Principal and Secretary of the College Dr. S. Kothai, Mr. G. R. Hari, Industry Expert and the members of the Committee. The Vice Principal then introduced the vision and mission of the college and various activities of the college.

The IQAC Coordinator Dr. Rennet Samson read the highlights of the Minutes of the previous meeting and presented the Action Taken Report. Thereafter the external experts made various suggestions for the betterment of the college.

The following were some of the suggestions made by Dr. M.R. Srinivasan:

The autonomy granted to the college could be exploited to its fullest extent in novel ways as for example by starting new courses, thereby increasing the total credits that a student can earn. The number of credits can be finalized by the Board of Studies. The autonomy can also be extended by introducing industry exposure as part of the courses.

He also suggested that the courses offered by MOOC could be introduced as part of the syllabus. At least 20% of the courses should be online courses and the credits earned should be part of the course curriculum. Courses offered by NPTEL and SWAYAM should be approved by the Board of Studies. He said students should be permitted to opt out of the MOOC courses if they so desire.

When courses offered through MOOC are to be introduced they must approved in advance from the University of Madras and the board of studies.

International collaborations should be made mandatory. However, the financial aspects should be considered when opting for International courses and twinning programmes. Short term courses abroad with credits would be better suited.

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Feedback system from students should be made online or the drop box mode introduced to get better feedback from students.

To a clarification from the Dean of Research, Dr. A. Saranya regarding how to decide on NPTEL credits for other discipline courses, Dr. Srinivasan, suggested that each board should approve the courses and credits for the respective subjects.

He also offered the information that IIT, NPTEL centre bringing out new courses, especially skill based courses- personality development which can be offered through MOOC. The credits assigned for the Undergraduate Programmes should be increased.

Dr. Srinivasan advised the faculty to apply for more Projects by tapping private institutions and organizations offering such projects such as ICMR, DRDO etc and gave the information that projects beyond five lakhs in DRDO would have to be approved by the Defence Ministry.

Dr.V.Pandiyarajan External Expert commenting on the activities of IQAC said that the IQAC should bear in mind its responsibilities since it acts as a catalyst for improvement of college by giving suggestions.

He suggested that an extra optional credit paper could be offered for fast learners. In addition, in the final semester a minimum of one skill based or job oriented course per department, should be made mandatory. The courses should be approved by Government, Academics, board, council and BOS.

Even short term, certificate courses, diploma courses, crash courses and value added courses should be offered for a minimum of 30 hrs.

He also advised the college to start incubation and startup centers keeping in mind the NAAC criteria on Research and Innovation.

With regard to the criteria on Teaching and Evaluation the college should concentrate on earning more credits in NAAC since NAAC had become stricter in awarding points. He also said that there should be a separate cell of ICT enabled teaching to improve ICT teaching methodology – multimedia, audio, video etc.

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Mr. Hari pointed out that at the micro level, the students are the brand ambassadors who reflected the college. He also said the students should be trained to prepare and share their CV and access the mail. He also enquired about the charter of the IQAC. Mr. Hari also spoke about the purpose of having a corpus fund in the college and that it should not be used only on infrastructure. He cautioned the college on having long standing idle cash and highlighted the need to keep a close watch on the available funds.

He said that it was necessary to ensure that the college possessed Quality control at 360 degree for policy making for the next decade at both the student and faculty levels. Choice between Industry Placement or higher education reflects good progress. Entrepreneurship, Research & Development plays a vital role in achieving the targets in the long run. Parallel creation of infrastructure is the need of the hour. A clear charter has to be framed by 2025.

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The experts also highlighted the importance of Equivalence Certificate for certain courses for future recruitment in government sectors. It was also suggested that Plagiarism software should be installed for enhancing the quality of publications. Alumni associations should be registered. The Principal Dr. S. Kothai thanked the experts for their valuable suggestions.

The meeting came to an end at 1.15pm .

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### **6.5.3. Quality Assurance Initiatives of the Institution**

**Minutes of meetings of IQAC**

**2019-2020**



## **ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**

### **Internal Quality Assurance Cell**

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#### **Minutes of the Meeting held on 18.06.2019 at 11.30 am**

The IQAC team met the Vice Principals, Dean of Academics, Dean of Research and Deans of Students ( Aided & SS) to plan the modalities to be adopted to prepare for the NAAC accreditation process.

The IQAC coordinator welcomed the gathering and presented the agenda. Dr. Usha Rani, Vice Principal (Aided), gave valuable suggestion for NAAC preparations. She advised the IQAC members to form teams to work on each criterion. She suggested that each team should collect data and documents from various departments in an organized manner. Sharing her experiences of having worked in the IQAC team for the the previous NAAC reaccreditation, she emphasized that working in a systematic way will make this work a pleasurable learning experience. She asked the departments to prepare the OBE syllabi in advance to facilitate its fine tuning with Dr. Sethuraman, who would be on campus to conduct a workshop on OBE in the third week of July 2019. She also requested the Dean of Academics, Dr. Caroling to contact Dr. Jaishankar of the RUSA for inputs on criterion wise file preparation.

Dr. Lavanya & Dr. Gohulavani, IQAC team members, were requested to prepare the template for the OBE syllabi to be shared with all the departments. Dr Lavanya said that all the UG programmes while preparing the Programme Specific Outcomes(PSOs) for their Programmes should have one common PSO for all Language and Foundation Courses.

Dr. Usha Priya suggested that all questions in the NACC questionnaire could be simplified and given in a format to the departments to provide accurate data. Dr. Rennet Samson, Coordinator IQAC, summed up the points discussed and thanked all for their participation during their meeting. The meeting came to an end at 12.40pm

Venue: Staff Lounge, Ethiraj College For Women

Number of Members: 15



**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**  
**Internal Quality Assurance Cell**

Members Present

Sl. No	Name	Signature
1	Dr. D.B.Usha Rani (Vice Principal – Aided)	D. B. Usha Rani
2	Dr. Usha Priya (Vice Principal – Self supporting )	Usha Priya
3	Dr. Caroling - Dean of Academics	Caroling
4	Dr. Saranya . A.S – Dean of Research (Aided)	Saranya
5	Dr. Krishna Prema - Dean of Research (Self supporting)	K. Prema
6	Dr. Punitha – Dean of Students (Aided)	Punitha
7	Dr. Jayanthi – Dean of Students (SS)	M. Jayanthi
8	Dr. Rennet Samson – (IQAC Coordinator)	Rennet Samson
9	Dr. Latha	Latha Kumari
10	Dr. Lavanya N	Lavanya N
11	Dr. Gohulavani G	G. Gohulavani
12	Dr. Radika	Radika
13	Dr. Menaka	Menaka
15	Mrs. Veena Murali	Veena Murali



## **ETHIRAJ COLLEGE FOR WOMEN (Autonomous) Internal Quality Assurance Cell**

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**Minutes of the meeting held on 18<sup>th</sup> October, 2019**

**Time: 1.30pm**

**Venue: IQAC**

The following points were discussed:

- The duration of 5 year academic period to collect data based on NAAC criteria was decided as June 2015-May2016, June 2016-May2017, June 2017- May 2018; June2018-May2019 and June2019-May2020
- The data for the all the criteria to be collected in the MS excel format only.
- Both hard and soft copy of the data to be collected.
- Every document and proof attached to be duly checked and signed by HOD
- Copy of all the documents and proof to be maintained in the department as different files.
- Question number, department and HOD signature to be furnished behind each proof document to have clarity during scanning process.
- Hard copy of the proof documents to be given with
- Separate mail ID's will be created for each criteria and pass word to be shared with criteria in charge also to avoid confusion.
- Technical person will be helping the IQAC links to scan the proof documents.
- Digitalized version of all the proof should be done simultaneously.
- For criteria I, the syllabus copy can be obtained from COE instead of departments, and uploaded in the website.
- Data template to be created only in the format provided in Section B format.
- Sufficient timelines to be drawn for the data collection for all the criteria's, and doable time will be given to all the departments to work on it.
- Deadlines to be strictly followed.
- A meeting to be conducted for all the criteria in charges and members regarding the plan of action and instructions to be followed during collection and documentation data.
- Format for data collection should be finalised and attested by IQAC coordinator, VP and Principal before sending to the departments.
- Much changes in the question format should not be made and template in excel format should be referred from section B and care should be taken to read the SOP for each question.
- The date format for data collection with DD/MM/YYYY



## ETHIRAJ COLLEGE FOR WOMEN (Autonomous)

### Internal Quality Assurance Cell

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#### Members Present

Sl. No	Name	Signature
1	Dr. Rennet Samson – (IQAC Coordinator)	
2	Dr. Latha	
3	Dr. Menaka	
4	Mrs. Veena Murali	
5	Dr. Malathy	
6	Ms. Jayashree.C	



## **ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**

### **Internal Quality Assurance Cell**

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#### **MINUTES OF MEETING HELD ON 04.11.2019**

A meeting of IQAC members was held on 04.11.2019 with Dr.A.Nirmala, Vice-Principals – Aided and Self-Supporting stream. The meeting started with Dr.A.Nirmala briefing on the roles and responsibilities of IQAC members. The IQAC team decided to meet more than twice a week for updating the progress on the work undertaken. A suggestion was put forth by Dr.T.UshaPriya, Vice-Principal (SS) to meet the criterion-in charges also to review the work-in-progress.

Criteria I and II were discussed and the highlights were

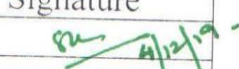
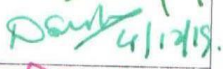

- The Departments have to be advised on providing information as a bulleted list.
- Percentage of data as asked in the SSR need not be calculated manually.
- All the metrics as asked in the report should be collected and at a later stage can decide on the non-essential metrics that could be omitted.
- The proofs needed may be compiled from the minutes of Council Meetings, Board Meetings, official circulars sent etc.
- The data have to be collected from the period 2014 – 2015 to 2019 – 2020 and the departments have to be duly intimated regarding the same.
- The information need not be restricted to the data provided in the previous years' AQAR. Data that can be substantiated with proof can be included in the SSR.
- Data pertaining to feedback collected from various stakeholders can be sought from the Departments as well. This is in addition to the SWOC analysis conducted by IQAC, feedback collected at the time of admission, orientation, convocation etc.
- Attendance could be maintained for remedial classes organised for slow learners, to be submitted as proof.
  - Any staff member handling more than 90% of workload can be considered as a full-time teacher.



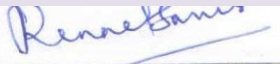






## ETHIRAJ COLLEGE FOR WOMEN (Autonomous) Internal Quality Assurance Cell

- As suggested by Financial Trustee, the prospect of undertaking case studies on community engagement, evaluation of students, higher education, library and information services, student participation in quality enhancement etc. can be explored.
  - Dr.Menaka pointed out that any initiative undertaken in line with any Central Government schemes adds value.
  - Proposals were made to initiate Ethiraj Innovation Cell, Ethiraj Centre for Intellectual Property Rights and Incubation Centre. The related activities of E-cell, Enactus and Campus Innovation League can be formalised under each of these proposed cells respectively. Policy documents also need to be framed for these cells.
  - Dr.Usha Rani, Vice-Principal (Aided) suggested to identify skill development activities listed by National Skill Development Corporation.
  - Suggestions were made to facilitate free internet service in the library for the students to pursue MOOC courses.
  - Swacch Ethiraj, Astronomy Club, Village Adoption, Outsourcing of the housework with the aim of having cleaner campus were proposed as best practices of the College.
- Ethi shakti, Distinctiveness

### Members Present

Members Present		
Sl. No	Name	Signature
1	Dr. S. Kothai (Principal)	
2	Dr. D.B.Usha Rani (Vice Principal – Aided)	
3	Dr. Usha Priya (Vice Principal – Self Supporting )	



4	Dr. Rennet Samson – (IQAC Coordinator)	
5	Dr. Latha Kumari . M	
6	Dr. Lavanya . N	
7	Dr. Gohulavani . G	
8	Dr. Malathy .V	
9	Dr. Menaka . M	
10	Mrs. Veena Murali	



## ETHIRAJ COLLEGE FOR WOMEN (Autonomous) Internal Quality Assurance Cell

### Minutes of the meeting held on 12<sup>th</sup> November 2019 at 10.00am

Venue: IQAC Room

A meeting of IQAC members was held on 12<sup>th</sup> November 2019 with IQAC Coordinator and Team. The Following points were discussed in the meeting:

- ❖ NIRF- Templates for department to be prepared for data collection.
- ❖ Discussed about the templates, Checklists, Email Ids for each Criterion and scanning of Documents.
- ❖ AQAR website uploads data is ready, only descriptive reports alone has to be get ready.
- ❖ Need for organising a workshop on Google Classroom was discussed and dates were suggested for the same from 27<sup>th</sup> to 30<sup>th</sup> of November 2019.
- ❖ Room renovation and arrangement of records was discussed briefly.
- ❖ Teacher Survey Report and Recommendations has to be prepared in the PPT format.
- ❖ Discussed about the previous meetings.
- ❖ Decided to maintain the Log notebook for IQAC Members.

### Members Present

Members Present		
Sl. No	Name	Signature
1	Dr. Rennet Samson – (IQAC Coordinator)	
2	Dr. Latha Kumari . M	
3	Dr. Lavanya . N	
4	Dr. Gohulavani . G	
5	Dr. Malathy .V	
6	Dr. Menaka . M	
7	Mrs. Jayashree	



**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**  
**Internal Quality Assurance Cell**

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**Minutes of the Meeting held on 22nd November 2019 at 9.00 am**

**Venue : IQAC Room**

**Time: 9.00 - 10.00 – Aided**  
**11.30 – 12.30 – (SS)**

A meeting was organised by the IQAC to instruct faculty of the all departments on NIRF data collection. IQAC member, Dr. M. Latha Kumari explained the fields in the Google form created for this purpose. IQAC Team members clarified the doubts of faculty during the Q&A Session.

The following were discussed and instructions were given:

1. Departments to send data in Form A and Form B for NIRF. Language departments to submit Form B only.
2. Economically challenged students should not be counted under Socially Challenged field.
3. Student strength is the number of students on roll in each class in the year 2018-19
4. Other state student- Birth certificate, 10<sup>th</sup> or 12<sup>th</sup> mark sheet
5. Off campus placement details to be gathered with salary
6. Teacher joined in 2018-19 – PAN is a must.
7. Fee waiver- Total tuition fee waiver only to be considered. All UG students in the aided stream have a fee waiver by the government.
8. Workshop and Conference funding agencies to be provided. All sources of funds

**Other Discussions:**

- Consent was sought from IQAC link Faculty to create a Whats App group of link members.
- During the meeting a short introduction was given on NAAC data collection and instructions for future meetings .
- SOP in hard copy was distributed and its importance was emphasised.
- Faculty were asked to use the facility of Email accounts on college Domain.



**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**  
**Internal Quality Assurance Cell**

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**Members Present**

**Members Present**

Sl. No	Name	Signature
1	Dr. Rennet Samson – (IQAC Coordinator)	Rennet Samson
2	Dr. Latha Kumari . M	Latha Kumari . M
3	Dr. Lavanya . N	Lavanya . N
4	Dr. Gohulavani . G	Gohulavani . G
5	Dr. Malathy . V	Malathy . V
6	Dr. Menaka . M	Menaka . M
7	Mrs. Jayashree	Jayashree

Ethiraj College for Women (Autonomous)  
Meeting with IQAC Link  
on 22nd November 2019 Regarding NIRF, NAAC criteria  
Aided

venue: IQAC Room

Time : 9.00 am

21/11/19.

AIDED

NAME	DEPARTMENT	MOBILE	SIGNATURE
Dr. M. MADHAVI	ZOOLOGY	9884997032	M. Madhavi
Mrs INDIRA A	HISTORY & TTM	9962186707	Indira
Ms. GRACIE. P.J.	PHYSICS	9840156730	Gracie
Mrs. H. SIVASANKARI	Geography	9789077701	H. Sivasankari
Dr. B. Kowsalya	Tamil	9176363139	B. Kowsalya
Mrs. C. Jayashree	Economics	9840888474	C. Jayashree
Stella Sherey	NBID	9891905205	Stella
C. Ambika	Mathematics	9094769685	C. Ambika
Abirami. C	French	8056933978	Abirami
Dr. P. Nirmala	Tamil	9566236799	P. Nirmala
MRS. Benth J.S	Corporate Secretary	9444214171	B. J.S
Gowri. T. Raghavendran	Sanskrit (Aided)	9791067240	Gowri
Dr. G. Gohularani	Chemistry	9994600712	G. Gohularani

Ethiraj College for Women (Autonomous)  
Meeting with IQAC Link  
on 22nd November 2019 Regarding NIRF, NAAC criteria  
SELSUPPORTING

Venue: IQAC Room

Time : 11.30am

S.No	NAME	DEPARTMENT	MOBILE NUMBER	SIGNATURE
1	K.R. BINDHU	MATHEMATICS	9840231809	
2	M.R. RATHIKA	MATHEMATICS WITH COMPUTER APPLICATIONS	9941025735	
3	J. MEENAKSHI	COMPUTER SCIENCE	9941915877	
4	S. VAISHNAVI	B.Com Account & Finance	9789028588	
5	Naveen Pany	Vis com	9962006124	
6	Dr. M. Hima Bindu	Business Economics	9282437239	
7	Dr. M. Kanimozhi	PBPB	9042021385	
8	Kavyitha Manikandan	COMMERCE	8220744901	
9	A.J. JEMIMA MALATHY	BBM	9671193239	
10	B. Banathi	CND	9940072609 994909244	
11	R. Arun Janani	English	9962815112	
12	<del>T.S.R. Vijay Janani</del> <del>J. HARIPRIYA</del>	<del>Commerce (Hons)</del> <del>COMMERCE (Hons)</del>	<del>9894176057</del> <del>9962102663</del>	<del></del> <del></del>
13	V. Malathi	Biochemistry	9444012989	
14	S. JAYES PUSAPARAN	B.C.A.	9443412511	
15	V. GEETA MALINI	LANGUAGE	9710691857	
16	Dr. Hema Malini S.	B.com (CS)	9884197860	
17	Dr. M.B. PAVITHRA	HRDE (CS)	9941085934	
18	N. ZARINA	MBA	98546910	
19	R. DEVI KALA	MBA	9994135754	
20	Theerka N.	Journalism	9003227933	
21	Keren Fredrick	PSYCHOLOGY	9840078788	
22	C.S. Jayalalini	BBA	9840890841	



## MINUTES OF THE MEETING HELD ON 26.11.2019

**Convenor - Dr.S.Kothai, Principal & Secretary**

**Co-Convenors – Dr.D.B.Usharani, Vice Principal ( Aided)  
Dr.T.Ushapriya, Vice Principal (SS)**

The Principal met the Vice – Principal's and the IQAC members on 26.11.2019

- The Convenor insisted on the submission of NIRF and AQAR before December 2019.
- The date for NIRF submission was fixed as 28<sup>th</sup> November 2019 and for AQAR as 6<sup>th</sup> December 2019, as suggested by all participants of the meeting.
- Regarding Criterion II (2.7.1 (50 marks) - The Convenor and Co-Convenors decided to conduct a mock **online SSS** before February 2020.
- Discussions for the mode of conducting the mock survey (**online SSS**) was done (Dr. Latha Kumari.)
- Suggestions were given to make the survey effective by addressing the students about the significance of accreditation process through meetings before conducting the same.
- Convenor asked about the up gradation of the College website especially pertaining to IQAC, for submission of data and she also suggested to take help from Computer Science HOD and System Admin. (IQAC Coordinator Dr. Rennet Samson)
- Convenor also clarified the facilitation of increase in storage and the speed of our website.
- Regarding Criteria VII- Institutional Best Practice, Institutional values of our college like Noon meal, Free Health Check up for Non-Teaching staff etc., were discussed.
- Discussed organizing a Workshop for preparing files towards organizing files for NAAC for all faculty.

faculty.

### Members Present

Sl. No	Name	Signature
1	Dr. S. Kothai (Principal)	
2	Dr. D.B.Usha Rani (Vice Principal – Aided)	
3	Dr. Usha Priya (Vice Principal – Self Supporting )	
<b>IQAC Members</b>		
4	Dr. Rennet Samson – (IQAC Coordinator)	
5	Dr. Latha Kumari . M	
6	Dr. Lavanya . N	
7	Dr. Gohulavani . G	
8	Dr. Malathy .V	
9	Dr. Menaka . M	
10	Mrs. Jayashree . C	



**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**  
**Internal Quality Assurance Cell**

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**MINUTES OF THE MEETING HELD ON: 4<sup>TH</sup> DECEMBER, 2019**

**Convenor: Dr.Kothai, Principal**

**Co-convenor: Dr.Usha Rani, VP (aided)**

**Dr.Usha Priya, VP (SS)**

- Meeting started with the minutes of previous meeting held on 26/11/19
- Principal checked the position of submitting AQAR and NIRF
- A note on best practices to be finalized
- Principal addressed regarding the NAAC review meeting with the board members by the criteria heads and IQAC members on  
Slot 1: Criteria I, II and III (11.30-4.30)  
Slot 2 : Criteria IV – VII(1-4.30)
- Brief description about the presentation to be made to the board members in the form of PPT with three colour codes as : Green (comfortable), yellow (In progress) and Red (Not yet started)
- A discussion on collecting proof either in the soft/ hard copy and the format to be collected was done
- Principal addressed that the work in adopted villagers should speed up.
- The need for scanner was addressed by the IQAC members
- Dr.Rennett shared about the setting of separate computers for each criteria and its necessity.
- Dr.Latha said the quote for 9<sup>th</sup> generation computers were already in the extension facilities in IQAC.
- The information regarding NAAC review meeting to be shared to all the criteria heads
- Dr.Usha Rani asked Dr. Rennett to check with WCC for the issued related to documentation of data.
- Principal also said about the Physical visit of India today team.



**Members Present**

Sl. No	Name	Signature
1	Dr. S. Kothai (Principal)	S. Kothai
2	Dr. D.B.Usha Rani (Vice Principal – Aided)	D. B. Usha Rani
3	Dr. Usha Priya (Vice Principal – Self Supporting )	U. Priya
<b>IQAC Members</b>		
4	Dr. Rennet Samson – (IQAC Coordinator)	Rennet Samson
5	Dr. Latha Kumari . M	Latha Kumari . M
6	Dr. Lavanya . N	Lavanya . N
7	Dr. Gohulavani . G	Gohulavani . G
8	Dr. Malathy . V	Malathy . V
9	Dr. Menaka . M	Menaka . M
10	Mrs. Jayashree . C	Jayashree . C

**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**  
**Chennai – 600 008**

*Affiliated to the University of Madras*  
*College with Potential for Excellence*  
*Reaccredited with A Grade by NAAC*



### **6.5.3. Quality Assurance Initiatives**

### **IQAC Minutes**

2020-2021



**Ethiraj College for Women (Autonomous)**

**Chennai - 600 008**

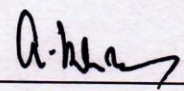
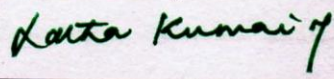
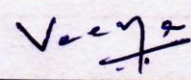
**MINUTES OF IQAC MEETING WITH THE AUDITOR**

**Date: 16.02.2021**

**Time: 10.30am – 12 noon**

The IQAC coordinator also requested the team to assist in supplying data for NAAC SSR from 2015- 2020. The auditor said that the statements from 2017 onwards could be easily sourced from their database. However, information for 2015-2016, and 2016-2017 has to be taken from the audited statements in print. The auditor deputed his team member to complete the task for NIRF ranking by the end of day to facilitate the submission of NIRF 2020 before the due date. The meeting came to a close at 12 Noon.

**Members Attended**

S.No.	Name	Signature
1.	Mr. Gopal & Murthi Chartered Accountants	
2	Dr. M. Latha, Coordinator, IQAC	
3	Dr. Veena Murali Member	



**Ethiraj College For Women (Autonomous)**

**Chennai-600008**

**Internal Quality Assurance Cell**

**TEAM MEETING MINUTES**

**Date: 07-1-2021**

**Time: 12.00 Noon to 1.30 PM**

**IQAC ROOM**

Members Attended:

**IQAC Members**

Dr.M.Latha Kumari, Coordinator, IQAC

Dr N. Lavanya

Dr.G.Gohulavani

Ms.C.Jayashree

Dr.V.Malathi

Dr.M.Menaka

Dr.Veena Murali

Ms. T.S.R. Vijaya Janani

IQAC has initiated a review of criteria within the team and has completed Criterion I and Criterion IV and targets to finish other criteria by 25 January 2021.

1. Technical help is required for framing common templates for SSR proofs and links.
2. List of Value Added Courses to be validated by Certificate Courses'-in charge, Vice-Principals and Principal for SSR proof.
3. Online FDP on National Education Policy to be organised by IQAC and to be funded by the Management. This will augment and fulfil the needs of SSR Criterion 6.3 -Faculty empowerment Strategies adopted by the institution.
4. It was suggested that
  - a. The Dean of Academics and Academic Excellence Team was formed under the 10-point Charter to initiate the curriculum restructuring process.
  - b. Optional papers to be offered to the students.



# Ethiraj College For Women (Autonomous)

Chennai-600008

## Internal Quality Assurance Cell

### TEAM MEETING MINUTES

Date: 07-1-2021

Time: 12.00 Noon to 1.30 PM

IQAC ROOM

- c. Common classes can be arranged for the courses offered in the same discipline. It will ensure vertical mobility. Innovative papers applicable to all common departments can be identified for this purpose.
  - d. The Dean of Academic and Academic Council Secretary to organise an Academic Audit during the last week of February.
  - e. The proforma and guidelines of Academic Audit are to be aligned with NAAC Manual by the Academic Deans and Academic council Secretary and circulated to the departments on or before the 5th of February.
5. Use of college domain mail ids for all official communication. All office-bearers and departments to use the college email id and its usage is to be ensured. No mails to be sent from personal Gmail accounts for official communication. The email ids should be handed over to the next office-bearer while laying down the office.
  6. It was recommended to increase the tenure of the Deans and Directors to three years and separate office rooms to be allotted for smooth functioning.
  7. Mentor-Mentee Guidelines to be framed by the Dean of Students by January 30, 2021, and the Dean of Students to act as the nodal officer for the entire college. The Dean of Students to maintain the Mentor-Mentee records.
  8. Plagiarism Software to be installed in the library to enhance research ethics. It is a requisite in SSR (3.4.1).
  9. Knowledge-based Evaluation Pattern to be adopted. The COE office to initiate the installation of additional software for the same. The front page of the answer sheets is to be modified accordingly.
  10. IQAC to share SSR with the Heads of Departments to enable the preparation of Evaluative Reports by the Departments.



Ethiraj College For Women (Autonomous)

Chennai-600008

Internal Quality Assurance Cell

**TEAM MEETING MINUTES**

Date: 07-1-2021

Time: 12.00 Noon to 1.30 PM

IQAC ROOM

S.No	Name	Signature
1	Dr.Latha Kumar, Coordinator, IQAC	Latha Kumari 7
2	Dr. N.Lavanya Member	N.Lavanya
3	Dr. G. Gohulavani Member	G. Gohulavani
4	Dr. V. Malathi Member	Malathi V
5	Dr. M.Menaka Member	Menaka
6	Mrs. Veena Murali Member	Veena
7	Mrs. C. Jayashree Member	Jayashree
8	Mrs. T.S.R. Vijaya Janani	T.S.R. Vijaya Janani

## Ethiraj College for Women (Autonomous) Chennai - 600 08



### Minutes of the IQAC meeting held on 06<sup>th</sup> Dec 2020

**Time :12.30 pm to 1:00 pm**

**Venue:** Staff Lounge

#### **Convenor**

Dr.D.B.Usharani , Principal i/c

#### **Attendees**

Mrs. Premila Taiman, Chief Librarian

Dr. S. Uma Gowrie , Dean of Research (Aided)

Dr. J. Mangayarkarasi , Dean of Academics (Aided)

Dr.M.Sujatha, Dean of Academics (SS)

Dr. T. Punithavathy , Dean of Students (Aided)

Dr. Anusha Balasingh, Dean of Students (SS)

Dr. N. Thenmozhi , College Doctor

Dr.M.LathaKumari, Coordinator, IQAC

#### **IQAC Members**

Dr.N.Lavanya

Dr. G.Gohulavani

Ms. T.S.R. Vijay Janani

#### **The Minutes of the Meeting:**

Meeting was held with the Principal i/c, Librarian, Dean of Research, Dean of Students Aided and SS, Dean of Academics –Aided and SS and the College Doctor.

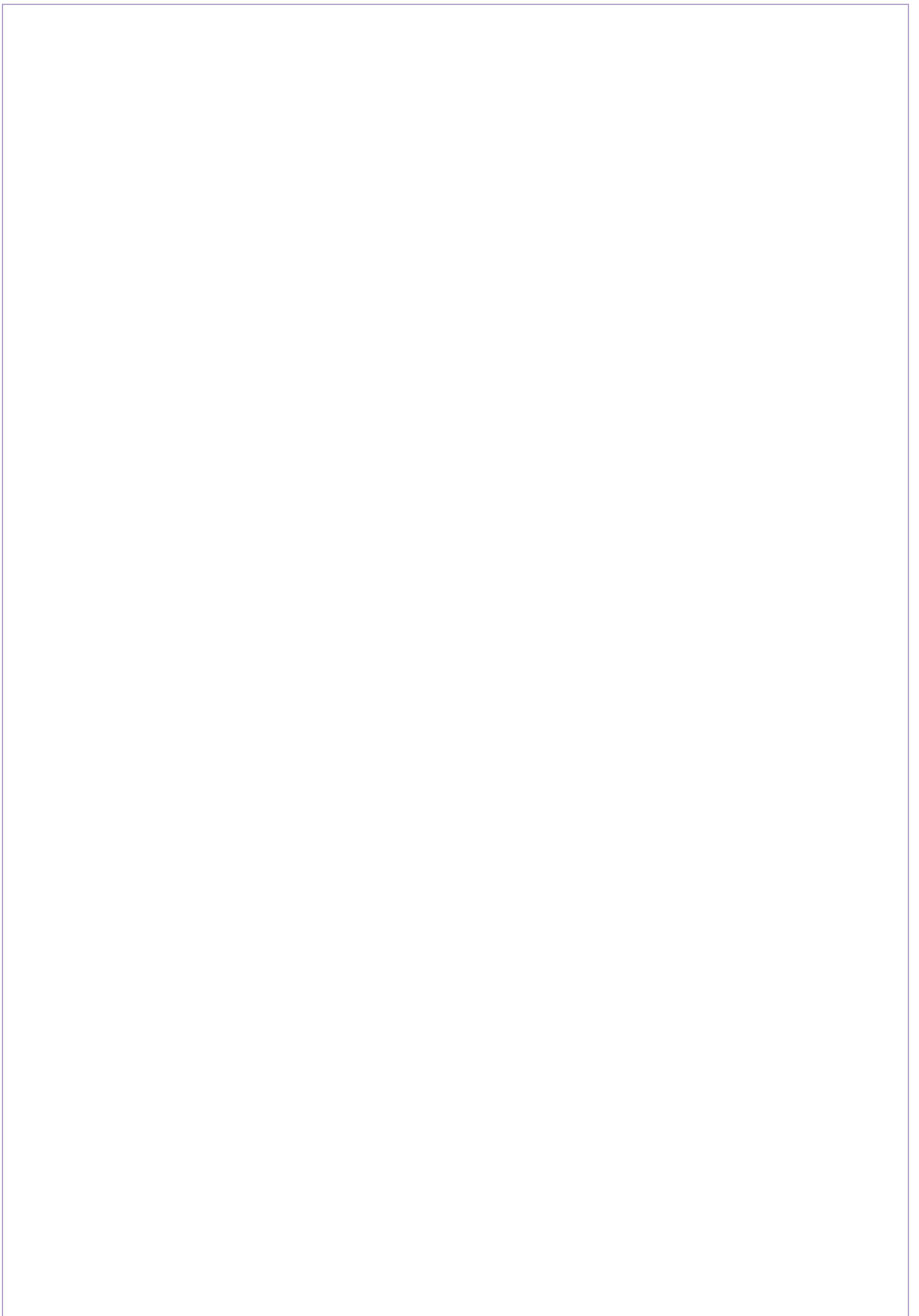
The following were discussed and decisions taken:

1. The Principal i/c thanked the IQAC coordinator for arranging the FDP: Orientation for the newly recruited staff members who have joined the institution from June 2020 onwards.
2. It was discussed that the FDP would be organised in 3 Phases. The 1<sup>st</sup> phase is scheduled for 9<sup>th</sup> Dec. The main objective of the FDP is to introduce the work culture and various activities of the college to the newly recruited faculty members. Phase 2 of FDP will focus on Academic Enrichment while the Phase 3 will be on the interpersonal skills and work life balance.

3. Principal i/c suggested to include the Director of Women Studies for the presentation in the Orientation programme.
4. IQAC coordinator suggested that all programmes conducted in the college should be organised in association with the IQAC. So that it can be justified in the initiatives taken by the college in Criterion 6 of the NAAC.
5. The IQAC Coordinator requested the deans to maintain all data on the college domain drives of their respective mails to facilitate seamless transfer of data to the subsequent office bearers.
6. Principal i/c also requested the College Doctor to introduce and issue Health Cards to all the faculty members along with the practice of maintaining health records of the students.
7. The librarian suggested that the newly joined faculty should introduce themselves in the beginning of the programme.
8. The Principal i/c recommended that information of the newly joined faculty can be collected based on their area of interest, area of specialisation, and experience in various activities through a google form.

S.No	Name	Signature
1	Dr.D.B.Usha Rani, Principal i/c	D.B.Usharaj 6/12/21
2	Dr. S. Uma Gowrie , Dean of Research	S. Uma Gowrie
3	Dr. J. Mangayarkarasi , Dean of Academics (Aided)	J. Mangayarkarasi 18/12/21
4	Dr.M.Sujatha, Dean of Academics(SS)	M. Sujatha 7/11/22
5	Dr. T. Punithavathy , Dean of Students(Aided)	T. Punithavathy
6	Dr. Anusha Balasingh, Dean of Students(SS)	Anusha B.
7	Dr. N. Thenmozhi , College Doctor	Thenmozhi
8	Dr.M.LathaKumari, Coordinator, IQAC	Latha Kumari 6/12/21
9	Dr. N.Lavanya Member	N. Lavanya 6/12/21
10	Dr.G.Gohulavani Member	G. Gohulavani 8/12/21
11	Ms. T.S.R. Vijay Janani Member	T.S.R. Vijay Janani





**Ethiraj College for Women (Autonomous) Chennai - 600 08**



**Minutes of the IQAC meeting held on 16<sup>th</sup> November 2020**

**Time : 2 to 4 pm**

**Venue : Library Conference Hall**

**IQAC Members Present :**

Dr.Latha Kumari, Coordinator, **IQAC**

Dr.N.Lavanya

Dr.Gohulavani

Dr.Menaka

**Agenda :**

- **SSR status review and strategies towards completing the same**
- **NIRF ranking**

**The Minutes of the Meeting**

- IQAC meeting with Principal, Vice-Principal ( Aided & Self Supporting), Deans, Criteria members was held on 16 November 2020.
- The status of the Self Study Report preparation was discussed. The IQAC, members and Criteria lead members presented a detailed report of tasks completed and tasks pending. The reason for the delay in completion was also discussed.
- It was brought to the notice of the members that some of the departments were very prompt in the submission of the data while a few departments did not respond. This include department of MBA, MCA, HRDE, English Aided.
- The Principal insisted to put in maximum effort to complete the work as soon as possible. She also said that SSR to be made ready by 12 Jan 2021. She also requested the IQAC to submit the list of Departments from whom data was pending.
- The Vice Principals thanked the IQAC coordinator for conducting the meeting to discuss the progress of the work and informed that the Management too insisted on the same. The Vice-Principal (Aided) also expressed that decline in the NIRF ranking should be viewed seriously, areas of weakness to be identified and adequate strategies have to be adopted especially to augment research activities and the perception of the College. The Vice Principals thanked the IQAC team and Criteria members for progress in the preparation of the SSR.

- Members of each Criterion presented their status regarding the work.
- The details regarding Criterion I was presented by Dr. Lavanya, IQAC Member, It was brought to the notice of the members that the work is 70% complete and 30% was pending due to the delay in the data submission by Department of English Aided, History, TTM, PBPB, Computer Science, MBA, MCA, and HRDE. Dr. Lavanya gave an in-depth explanation of the data, templates and the report. Suggestions were given by the Vice Principal to include the Academic Audits too in Curriculum Development Feedback. The Vice Principals also emphasized that the Autonomy review status of the College to be followed up as the SSR submission necessitates the Grant of Autonomy status to the College.
- It was also suggested by her that in the future, the criteria members of the Departments along with the Head need to attend the review meetings of the SSR preparation and reviews. It was also suggested that a uniform format for the Board of Studies be followed by the departments.
- Dr. Gokulavani , IQAC Member presented the status regarding Criterion II. She brought to the notice of the members the areas that remain incomplete and the reason for the same. She also insisted that uniformity be maintained henceforth in the Agenda for Mentor meetings. Dr.Gokulavani informed that the Data submission from MBA, MCA PBPB, AZB departments were pending.
- The Criterion III details were presented by Dr.Menaka. She also stressed the necessity for the establishment of the Institutional Ethical Committee. She brought to the notice of the members that the data from NSS and Leagues were pending.
- It was suggested by the Principal that the College can look for collaboration with other Institutes towards the establishment of the Ethical Committee. The Principal also insisted that the members of the criterion meet, discuss and validate the details of the report.
- The status of Criterion IV was presented by the Criterion Head, Dr.Vijaya. It was informed that the criterion is mostly complete, except for the details of audited statements, bills regarding computer purchase, Internet Bandwidth details, e-Content module development., Link to media of video recording, few details from Library and data from MBA & MCA.
- The status regarding Criterion V was presented by Dr.Anusha , Dean of Students( S.S). It was informed that the Criterion details are pending in terms of proofs for freeship schemes, proofs for students clearing competitive exams and data of the English


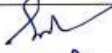
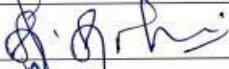
Department (Aided). It was also informed that the percentage of student progression to higher education is very low.

- The Principal suggested that the data regarding proofs for students clearing competitive exams can be collected from the UGC office. She also informed Dr.Punithavathy, Dean of Students ( Aided) to take charge of getting the data from the English Department( Aided).
- The IQAC Coordinator presented the details that remain pending with regard to Criteria VI & VII which are :

1. Organogram of the Institution
2. E-governance in areas of Operation
3. Details of Internal & External Financial Audits
4. Funds/Grants received from Non-Governmental bodies, Philanthropists
5. Strategies for mobilisation of Funds and optimal utilisation of resources
6. Annual gender sensitization Action plan
7. Details regarding Solar energy, Biogas, wheeling to the grid, Use of LED, Waste management, wastewater recycling
8. Green Campus Initiatives
9. Environmental and Energy Audits
10. Code of Conduct for students, teachers, administrators and other Staff to be displayed on the website

The discussions came to a close with the IQAC Coordinator, Dr. Latha Kumari thanking the members of all the Criteria, with special reference to Criteria IV & V for their significant participation in the work. She further acknowledged the IQAC members Dr. Lavanya, Dr. Gokulavani, and Dr. Menaka for the quantum of work done almost solely towards the report preparation.

With this, the meeting came to a close at 4:00 pm.

S.No	Name	Signature
1	Dr.Latha Kumar, Coordinator, IQAC	
2	Dr.N.Lavanya, Member	
3	Dr.G. Gohulavani Member	
4	Dr. M.Menaka Member	

Ethiraj College for Women (Autonomous)  
NAAC Link Meeting  
on 16th November 2020, Organised by IQAC

S.No	Name	Department	Signature
1	Dr. Mrs. S. KOTHAI	PRINCIPAL (Chemistry)	S. Kothai 16/11/20
2	Dr. D. B. Usharani	Economics	D. Usharani 16/11/20
3	Dr. T. V. S. Prage	Beam BM	T. V. S. Prage 16/11/20
4	Dr. H. Sivaraj	Biochemistry	H. Sivaraj 16/11/2020
5	K. R. BINDHU	Mathematics (SS)	K. R. Bindhu 16/11/2020
6	K. Indumathi	Mathematics (SS)	K. Indumathi 16/11/2020
7	M. RAJARAJESWARI	Mathematics (SS)	M. Rajarajeswari 16/11/20
8	Mrs. C. JAYASHREE	Economics	C. Jayashree 16/11/20
9	Dr. R. K. MAYA	Controller of Examinations	R. K. Maya 16/11/20
10	Barani Parthasarathy	N/D (Aided)	Barani Parthasarathy 16/11/20
11	MRS. B. S. S.	Cooperative (Aided)	B. S. S. 16/11/2020
12	Dr. H. S. UMAPATHI	PBPB (Aided)	H. S. Umapathi 16/11/2020
13	Mrs. M. VISAYA	CHEMISTRY (AIDED)	M. Visaya 16/11/2020
14	V. K. Narayanaswamy	B. Commerce (Aided)	V. K. Narayanaswamy 16/11/20
15	G. Neelavathy	Economics (Aided)	G. Neelavathy 16/11/20
16	ANUSHA B. S.	Microbiology	Anusha B. S. 16/11/20
17	T. S. R. Vijay Sarani	Commerce (Aided)	T. S. R. Vijay Sarani 16/11/20
18	Dr. T. PUNITHAVATHY	English (Aided)	T. Punithavathy 16/11/2020
19	A. S. Gayathri	Commerce (Aided)	A. S. Gayathri 16/11/2020
20	Dr. V. Gayathri	MICROBIOLOGY (SS)	V. Gayathri 16/11/20
21	Dr. M. Challa	CND	M. Challa 16/11/20

S.No	Name	Department	Signature
22	Hilda Stanley	Mathematics	Hilda Stanley 16/11/20
23	Dr. V. Malathi	Biochemistry	V. Malathi
24	Dr. M. Latha Kumari	English	M. Latha Kumari
25	Dr. G. Gokularam	Chemistry	G. Gokularam 16/11/2020
26	G. Jamuna Devi	Eco	G. Jamuna Devi 16/11/2020
27	Dr. Saradha A	Eco	Saradha A 16/11/2020



**Minutes of the IQAC meeting held on 26th October 2020**

**Time : 11am to 01.00pm**

**GMeet link: <https://meet.google.com/kkq-huam-tdx>**

**Convenor**

Dr.S.Kothai, Principal & Secretary

**Attendees**

Dr.D.B.Usha Rani, Vice-Principal (Aided)

Dr.T.Usha Priya, Vice-Principal (Self-Supporting)

Dr.M.Latha Kumari, Coordinator, IQAC

**IQAC Members**

Dr.G.Gohulavani

Mrs.C.Jayashree

Dr.V.Malathi

Dr.M.Menaka

Dr.Veena Murali

**Agenda**

1. IQAC Composition - Inclusion of student members
2. Students' Satisfaction Survey Report
3. Documentation Centre
4. Online Class - SurveyCharter, Green Audit
5. NAAC SSR - Status Review
6. NAAC IIQA, SSR - Revision of Timeline and deadlines
7. Mentor-Mentee List for 2020-2021
8. Any other Discussion

**Minutes**

**IQAC Composition - Inclusion of student members**

IQAC has been instructed to check the NAAC and UGC website for guidelines on the number of students who can be included in the team.

**Students' Satisfaction Survey Report**

IQAC has been asked to mail the Department-wise report to the concerned department in the month of November 2020. IQAC also has to prepare and send the format of the Action Taken

Report to the Departments for them to prepare and submit to the IQAC. The overall report for the college has to be mailed to Principal and Vice Principals, to be placed in the Board Meeting.

### **Documentation Centre**

IQAC Coordinator informed that IQAC needs to collect details about the programmes organised by the departments in the Academic Year 2020-2021. It was discussed that the academic year 2019-2020 can be considered to be from June 2019 to May 2020 as per the academic calendar year specified by the UGC. Dr.D.B.Usha Rani, Vice-Principal (Aided) suggested that IQAC shall seek confirmation regarding the same from UGC since examinations for the A.Y 2019-2020 were conducted at a later date due to the ongoing pandemic.

### **Online Class - Survey**

Principal and Vice Principals insisted that IQAC has to organise two quality-based surveys on Online Teaching-Learning

- Feedback from Students on Effectiveness of online modes of teaching, Data usage, Online examination, Syllabus coverage etc.
- Feedback from Teachers on online teaching-learning

A pilot study can be conducted to identify the probable questions that can be included in the survey. The questions can be shared with the Vice Principals for their suggestions.

### **Charter**

Principal and Vice-Principals informed that a series of discussions are being conducted at various levels and seven more teams are to be formed on the basis of the charter. The Principal also informed that the charter will be made available for use by November 14, 2020.

### **Green Audit**

IQAC Coordinator suggested conducting the Green Audit for the college. The Principal instructed IQAC to identify three organizations that perform a Green Audit. She also insisted on conducting Green Audit at the earliest.

### **NAAC SSR Review**

IQAC Coordinator briefed the status of SSR for each criterion. The Principal informed that Ms.Priyadarshini, Office Assistant has been directed to help with the financial data required.



Help can also be sought from the Auditors of the college for identifying and bifurcating financial data as required by NAAC. It was also suggested that the bills for the purchase of computers can be collected from the Financial Officer and UGC.

Dr.T.Usha Priya, Vice-Principal (SS) suggested that the Stock Register can be updated based on the bills. She also suggested that Fine Cons representative Mr.Ganesh can be asked to prepare details on the date and nature of upgrading of IT facilities.

IQAC Coordinator and members stressed the non-cooperation of the Department of MBA in providing data asked by IQAC. It was brought to the notice of Principal and Vice Principals that the Department of MBA refrained from participating in the Students' Satisfaction Survey. The Principal and Vice Principals expressed their displeasure on the same and consider it as a serious matter to be addressed. The Principal assured that she will instruct the Head of the Department of MBA to ensure that the data for NAAC SSR is made available at the earliest. She instructed that the MBA MCA library details could be collected from Ms.Prema, MBA-MCA Librarian.

#### **NAAC IIQA, SSR - Revision of Timeline and Deadlines**

Dr.D.B.Usha Rani, Vice Principal insisted that IQAC has to frame a revised timeline and deadline for the early completion of NAAC 4th cycle Accreditation. The data to be submitted are to be made ready preferably before the end of December 2020. Criterion in-charge members were also directed to identify the pending details and send to Vice Principals for further action.

#### **Mentor-Mentee List**

Dr.G.Gohulavani pointed out that there is a gap between the Mentor-Mentee ratio and Student-Teacher ratio as per the details provided by the departments. She also suggested that henceforth a structured format has to be forwarded from the Principal's mail on the format and date of mentor-mentee meeting. Also, the mentor-mentee list should be endorsed by the Principal every academic year.

#### **Annual Gender Sensitization Action Plan**

The details of gender sensitization meetings organised for the A.Y 2019-2020 should be collected from Former Director for Women Studies, Dr.Mallika. The action plan for the same also needs to be collected from the Director of Women Studies for the academic year 2020-2021.

S.No	Name	Signature
1	Dr.S.Kothai, Principal & Secretary	S. Uthai
2	Dr.D.B. Usha Rani Vice -Principal (Aided)	D. Usha Rani
3	Dr. T.Usha Priya Vice - Principal (SS)	T. Usha Priya
4	Dr.Latha Kumar, Coordinator, IQAC	Latha Kumari
5	Dr. G.Gohulavani Member	G. Gohulavani
6	Dr. V. Malathi, Member	V. Malathi
7	Dr.Jayashree, Member	Jayashree
8	Dr.VeenaMurali Member	V. Veena Murali
9	Dr.M.Menaka, Member	M. Menaka



**Ethiraj College for Women (Autonomous) Chennai - 600 08**  
**Minutes of the IQAC meeting held on 11<sup>th</sup> September 2020**  
**External Peer Committee Meeting**

**Time: 10.30 am**

**Gmeet link : <https://meet.google.com/gye-ghho-iwz>**

The External Peer Committee Meeting started at 10.30 am with the welcome address by Dr. S. Kothai, Principal & Secretary, Ethiraj College for Women. The Principal welcomed the external members Dr. R.R. Krishnamurthy , Dean of Academics, Professor & Head, Department of Applied Geology, Guindy Campus, University of Madras; Dr. Bharati Harishankar, Director IQAC and Professor & Head, Department of Women's Studies, University of Madras, Chennai; Mr.G.R.Hari Industry Expert, Chief Executive Partner, Manohar Chowdhry; Dr. Chandra Devi Thanikachalam, Chairperson, Ethiraj College for Women, Dr.D.B.Usharani, Vice-Principal (Aided) and Associate Professor & Head, Department of Economics; Dr.T.Usha Priya, Vice-Principal (SS) and Associate Professor & Head, Department of Bank Management, Ethiraj College for Women, Chennai and all the other faculty members.

The virtual meeting started with a presentation by the Principal highlighting the activities of the College for the academic year 2019-2020.

Dr.M. Latha Kumari, IQAC Coordinator, Ethiraj College for Women read the minutes of the previous External Peer Committee Meeting held on 14.02.2019, followed by a presentation on the Action Taken Report of the suggestions given by the experts in the previous meeting. The IQAC Coordinator also presented the activities of the IQAC during the academic year 2019-2020. The Plan of Action of IQAC for the Academic year 2020-2021 was presented.

Mrs. Chandra Devi Thanikachalam, Chairperson Ethiraj College for Women insisted upon the importance of quality in education provided to the students during the pandemic. Principal urged the expert members to give their valuable suggestions to the college.Mr. G.R.Hari, an Industrialist, thanked the College for the opportunity to participate in the meeting and emphasized the need to provide quality online

education during the pandemic. He suggested that the teachers should be trained to handle the online classes effectively and also highlighted the importance of collecting feedback on online teaching and learning to enhance it.

Dr.D.B.Usharani, Vice-Principal (Aided), mentioned that as proactive measure information on the availability of laptops or smartphones for online classes among first-year students was collected in the admission application itself. She shared that the College Management has taken steps towards helping students procure laptops at a concessional rate. She drew attention to the fact that the teacher's responsibility in preparing lessons for online classes has increased tremendously. She also shared that the college has been handling online classes effectively and efficiently from April 2020.

Dr.T.Ushapriya, Vice-Principal (SS) pointed out that in the feedback survey conducted by the Department of Bank Management, the students have raised concerns about a large amount of data consumption during the online classes.

Dr. Bharati Harishankar, Professor & Head, Department of Women Studies and Director IQAC, Chepauk, University of Madras suggested that the IQAC specified the number of new courses introduced and quantum of funds raised through Research. She insisted on maintaining the quality of the online material provided to the students. She also suggested increasing the number of smart classrooms for blended learning after the lockdown. She suggested that the college should attract more overseas students for higher education. Highlighting the fact that Chennai is a preferred destination for higher education by international students and to make Ethiraj College a preferred institution among them, she suggested that the college should offer certificate courses which would add value to the college and create a global presence. To augment the quality of research among the Faculty and Research Scholars, she suggested that those Departments that are already publishing in-house journals should take steps to get them included in the UGC CARE List of Journals.

Dr. Prof.R.R.Krishnamurthy, appreciated the IQAC for initiating various healthy activities at the college level. He also specified that the quantum of funds raised through Research Projects should be highlighted in the presentation of the IQAC. He

suggested that the details of the placement opportunities available in the college, the methodology of Online teaching and steps taken to improve the Online teaching & Learning could also be highlighted.

Dr.D.B.Usharani, Vice Principal (Aided) shared information of the Major & Minor projects applied for which the results are awaited. The Principal informed about Dr.Sudha Parimalam, Department of Chemistry receiving project fund of Rs.4.8 lakhs for 2 Years. She also shared that College Management was providing Seed money to the staff members in order to inculcate research culture in the college.

Mr.G.R. Hari gave inputs on the funds provided by organisations like the Department of Science & Industrial Research. He also explained that the organisation provides funds for Scientific research, Social research and Statistical research. To explain the quantum of funds available through this organisation, he mentioned that funds allocated for the different types of research get a tax exemption of various kinds. Science research gets a tax exemption of 150% while the fund donated for Social research is exempted 100%.

Dr.D.B.Usharani shared with the committee that the institution was receiving funds from external agencies. She quoted an example of the funds received by the Department of Economics from the NABARD & Reserve Bank of India for publication of conference proceedings. Dr.Bharathi Harishankar suggested that these funds received could be documented as Publication Grants.

The Socio-economic Survey conducted by the Department of Economics from the two villages adopted, Nemilicherry & Karunakaracherry in January 2020 funded by the College Trust was appreciated by the experts as a significant step in funding by the Management. The Principal added that the Management has allocated funds for Research through ECRIC, to the tune of Rs.50 lakhs 25 lakhs from the Ethiraj College Trust and 25 lakhs from external sources raised by the Management.

Dr.Bharathi Harishankar empathising with the IQAC stated that to collect and consolidate data is a big challenge and herculean task. She insisted that the institution should implement the planned Centralised Documentation Centre at the earliest to update the activities of the College periodically to make the NAAC process hassle-free and effective.

The meeting closed with the vote of thanks by Dr. Latha Kumari, IQAC Coordinator.

## Members Present at the Meeting

### Experts:

Dr. R.R. Krishnamurthy , Dean of Academics, Professor & Head, Department of Applied Geology, Guindy Campus, University of Madras

Dr. Bharati Harishankar Professor & Head, Department for Women Studies and Director IQAC, University of Madras, Chepauk, Chennai

Mr.G.R.Hari Industry Expert, Cheif Executive Partner, Manohar Chowdhry

Dr. Chandra Devi Thanikachalam, Chairperson, Ethiraj College for Women, Chennai

Dr. S. Kothai, Principal & Secretary, Ethiraj College for Women.

Dr.D.B.Usharani, Vice-Principal (Aided)

Dr.T.UshaPriya, Vice-Principal (SS)

Dr. R.K.Maya, Controller of Examination,

Dr.M.Jeyanthi Dean of Additional Controller (SS)

Dr.T.Punithavathy, Dean of Students (Aided),

Dr. Anusha Balasingh, Dean of Students(SS)





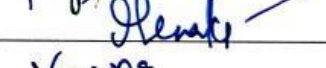
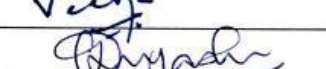
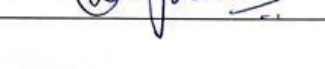
Dr.J.Mangayarkarasi, Dean of Academics (Aided)

Dr.M.Sujatha, Dean of Academics(SS)

Dr. Uma Gowri, Dean of Research (Aided),

Dr.K.Krishna Prema, Dean of Research (SS),

### IQAC MEMBERS

S.No	Name	Signature
1	Dr.Latha Kumar, <b>Coordinator, IQAC</b>	
2	Dr. N.Lavanya Member	
3	Dr. G. Gohulavani Member	
4	Dr. V. Malathi Member	
5	Dr. M.Menaka Member	
6	Mrs. Veena Murali Member	
7	Mrs. C. Jayashree Member	



## Ethiraj College for Women (Autonomous) Chennai - 600 08



**Minutes of the IQAC meeting held on 18<sup>th</sup> August 2020 at 7.45 p.m through Gmeet**

**Gmeet link: <https://meet.google.com/jpi-amog-btf>**

### **IQAC Members Present**

Dr.M.Latha Kumari, Coordinator, IQAC

Dr.N.Lavanya

Dr. V. Malathi

Dr.M.Menaka

Dr.Veena Murali

Mrs.C.Jayashree

### **Agenda**

- 1.NAAC 4th Cycle Accreditation
- 2.Coursera for Campus
- 3.Orientation for First Year students
- 4.Entry-level Test for First Year students

### **Notes**

#### **NAAC 4th Cycle Accreditation**

- As instructed by Dr.S.Kothai, Principal, Criterion 1 to 5 to be ready with the data for submission to NAAC by 15 September 2020.
- Criterion incharges to send reminder mails to Departments which are yet to submit the required information.
- Dr.M. Lathakumari to send an official mail to NAAC through HEI portal seeking clarification on NAAC submission and extension of time due to Covid pandemic.

#### **Coursera for Campus**

- IQAC has taken initiative in having Coursera for Campus and the College has received official confirmation from Coursera regarding approval of the same.
- Any two IQAC members to volunteer to be in charge for activities related to Coursera for Campus like



- Whitelisting College domain
- Circulation of information among staff and students
- Liaising with Coursera, staff and students Generating timely reports

### Orientation for First Year Students




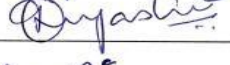


- The Department of Microbiology, Self-Supporting has been entrusted with the responsibility of organising orientation for first year students.
- IQAC to guide the Department in case need arises.
- IQAC after confirming with the Department of Microbiology to reframe feedback on Admission and Orientation.

### Entry-level Test for First Year students

- The Departments are to be asked for preparation of subject-related questions in Google form for the entry-level test.
- IQAC to be given permission to access the Google Form as a Collaborator for generating reports.
- IQAC to prepare and share General Knowledge questions with the departments to be included along with the other subject-related questions.

### Action Taken

1. Criterion 1 to 5 to be ready with data by 15 September 2020.
2. Two IQAC members to volunteer as Incharge for Coursera for Campus.

S.No	Name	Signature
1	Dr.Latha Kumar, Coordinator, IQAC	
2	Dr. Dr. N.Lavanija Member	
3	Dr. Malathi Member	
4	Dr.Jayashree, Member	
5	Dr.VeenaMurali Member	
6	Dr.Menaka, Member	

2 | IQAC / MOM /18 /08 /2020



# Ethiraj College for Women (Autonomous) Chennai - 600 08



## Minutes of the IQAC meeting held on 1st August 2020

**Time : 11am**

**GMeet link: <http://meet.google.com/gmz-vjwp-feo>**

Convenor

Dr. S. Kothai, Principal & Secretary

Attendees

Dr. D.B. Usha Rani, Vice Principal (Aided)

Dr.T.Usha Priya, Vice Principal (Self Supporting)

### **IQAC Members**

Dr. M. Latha Kumari, Coordinator

Dr.Lavanya

Dr. Gokhulavani

Dr.V.Malathi

Dr. M.Menaka

Dr. Veena Murali

Mrs. C.Jayashree

The followings are the highlights of the meeting:

- Online orientation for I year & II year students on SWAYAM courses and for the III yr students on Employability skills, NET Exam coaching, Coaching for Competitive Exams was discussed and it was decided that, orientation for Iyr & II yr students would be organised by the Microbiology Department and Student Development Cell and for the III yr Students the Placement cell combined with **Buddha IAS Academy** will conduct the Orientation Programme with IQAC Cell.
- Entry Level Test 2019 for I yr students was conducted already but Exit level Test 2019 for the III yr students was not conducted due to Lockdown for COVID 19 and the same to be conducted for the next academic year by IQAC.
- Health Card Programme for Non Teaching staff and for the I Yr students to be organised for the next academic year.Applying for NIRF, India Today Ranking & Week Report for next academic year was discussed.

- Decision on conducting Academic Audit every year was also discussed and decided to conduct after Government Audit .
- FDP for Teaching staff on Student Mentoring, Curriculum Planning & Development Workshop and Student Development Programme and for the Non Teaching staff Training on Administrative skills, Computer skills, Soft skills & Tally Package was discussed and Principal Ma'am suggested that, the Computer Science Department can organise a workshop for the Non Teaching Staff between 1st to 15<sup>th</sup> of August 2020 since they are available in those days.
- Conduction of Extended Committee Meeting was discussed and decided to have it in the first week or second week of September 2020.
- Students Satisfaction survey for the year 2019- 2020 was presented for both overall college and for the Department and decided to present the same to the Board in order to prepare Action Taken Report. The report highlights that majority of the students wanted to have Department wise meeting and also expressed that the faculty's preparation for the class could be improved. Mrs. Veena Murali was appreciated for the preparation of Extensive report on Students Satisfaction Survey.
- Regarding the Charter of ECW, it was decided that, the Chairperson and Heads of the Department would discuss and finalize the same.
- IIQA, NAAC - SSR , Documentation Centre & Green Audit was also discussed and it was decided to Outsource for Green Audit .
- Finally Inclusion of one IQAC member, 2 Student members from Union, one Industrialists and one CA person was discussed and decided to have one MCA faculty for IQAC cell, 2 Students from Association or from Student league. Regarding Industrialists and CA Person, the college is already appointed Mr.Siva Ramakrishna Prasad as an industrialist and Mr. Hari as CA person.
- Principal Ma'am, Vice Principal Ma'am (Aided) & Vice Principal Ma'am (Self supporting) was appreciated the entire IQAC Team for their sincere support extended towards College Development Activities.
- The meeting came to end at 12 noon.

S.No	Name	Signature
1	Dr.S.Kothai, Principal & Secretary	S. Uthai
2	Dr.D.B.Usha Rani, Vice-Principal (Aided)	D. Usha
3	Dr.T.UshaPriya, Vice-Principal (SS)	T. Usha Priya
4	Dr.M.LathaKumari, Coordinator, IQAC	M. Latha Kumari
5	Dr. N.Lavanya	N. Lavanya
6	Dr.G.Gohulavani Member	G. Gohulavani
7	Dr.V.Malathi Member	V. Malathi
8	Dr.M.Menaka Member	M. Menaka
9	Dr.VeenaMurali Member	V. Veena Murali
10	Ms.C.Jayashree Member	C. Jayashree





## Ethiraj College for Women (Autonomous) Chennai - 600 08

### Minutes of the IQAC meeting held on 27th July 2020



**Time: 11am**

**GMeet link:** <https://meet.google.com/cdm-rqwi-gss>

#### **Attenders**

Dr. Latha Kumari Coordinator, IQAC

#### **IQAC Members**

Dr.V. Malathi

Dr.Menaka

Mrs. Jayashree

Dr.Veena Murali

The following points were discussed during the meeting:

- First agenda of the meeting was on the designing spreadsheet for a plan of action for the academic year 2020-2021 and an invitation was extended to all the members to contribute their ideas. Dr. Jayashree to prepare the sheet
- Discussion on content to be added on the new website of the IQAC page to be followed with Website incharge - Dr.Menaka to follow.
- Reports of FDP & LMS was checked - Dr.Malathi to take care
- Status of Certificate of FDP & LMS were discussed - Dr.Latha & Dr.Veena to take charge
- Creation of google form for documentation centre was discussed- Dr.Veena
- Thank you letter and Honorarium for the speakers to be clarified will be taken care by Dr.Latha.
- Date for Meeting with the Principal and Vice Principals will be finalised.
- Agenda for the Principal meeting will be prepared.
- Discussion on extended committee meeting will be planned after the Principal meeting
- Arrangements for extended meeting committee meeting to be taken care by Dr.Lavanya & Dr.Gohulavani
- It was decided that hereafter prior proper permission or explanation should be given for absenteeism in meeting.
- The meeting came to end at 12.15pm.



S.No	Name	Signature
1	Dr.Latha Kumar, Coordinator, IQAC	Latha Kumar
2	Dr. Malathi, Member	Malathi
3	Dr.Jayashree, Member	Jayashree
4	Dr.VeenaMurali Member	Veena
5	Dr.Menaka, Member	Menaka

**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**

**Chennai – 600 008**

*Affiliated to the University of Madras*

*College with Potential for Excellence*

*Reaccredited with A Grade by NAAC*



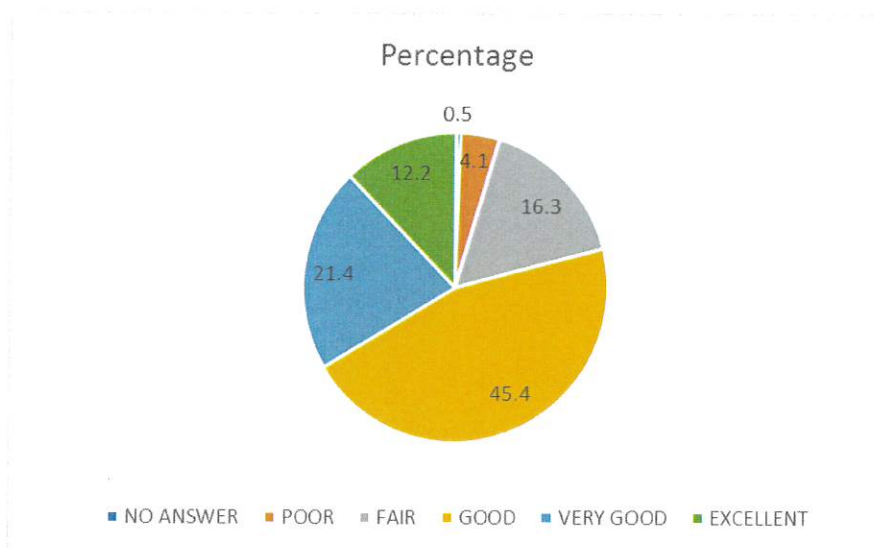
**DVV-6.5.3. Quality Assurance Initiatives of  
the Institution  
Feedback Analysis and Action Taken Reports**

**ETHIRAJ COLLEGE FOR WOMEN (AUTONOMOUS), CHENNAI – 600 008**

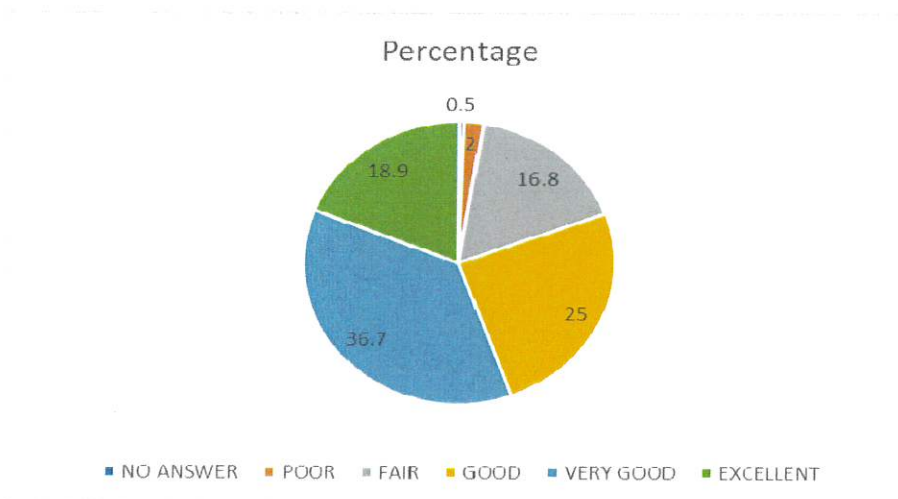
**STUDENT SATISFACTION SURVEY 2018-2019**

A Student Satisfaction Survey was conducted by the Internal Quality Assurance Cell to study the satisfaction level of the students on various aspects of the institution. A random survey was conducted covering aspects of College life such as curriculum, faculty members, teaching-learning, evaluation, academic ambience, activities of the College, infrastructure and other facilities of the College. Data was collected during the Academic Year 2018 – 2019 using a structured questionnaire. The following pie diagrams indicate the levels of student satisfaction on various parameters:

**1. Satisfied with the Standard of Curriculum**

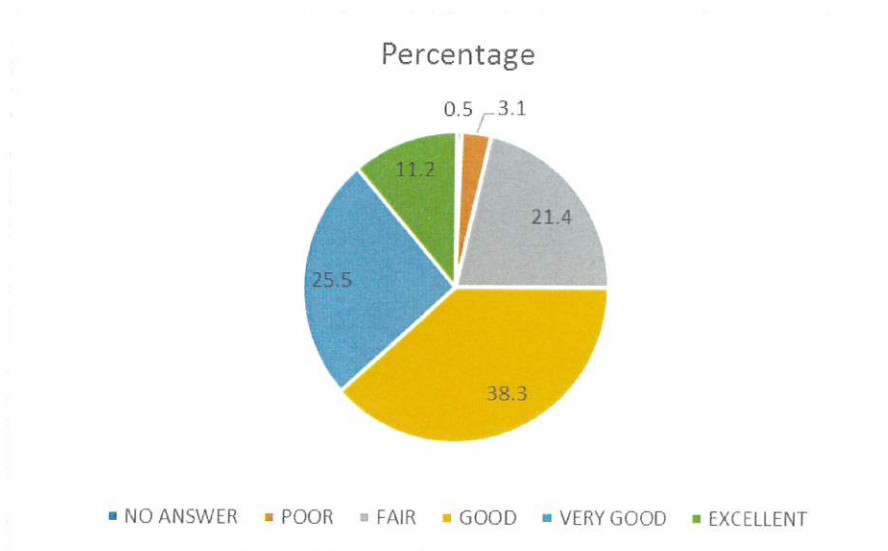


**2. Faculty is well qualified**

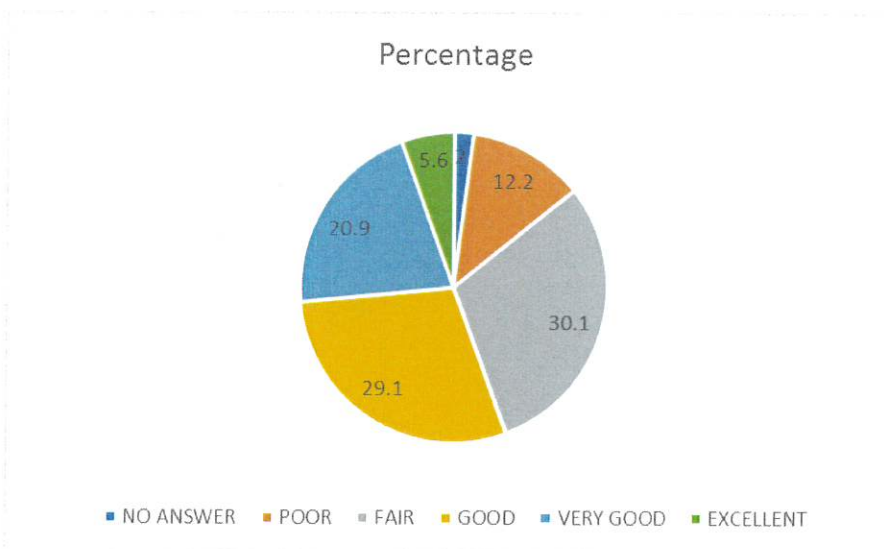


*S. Kolthai.*  
Principal

### 3. Teaching Learning process is effective



### 4. Linkage between Theory and Practice

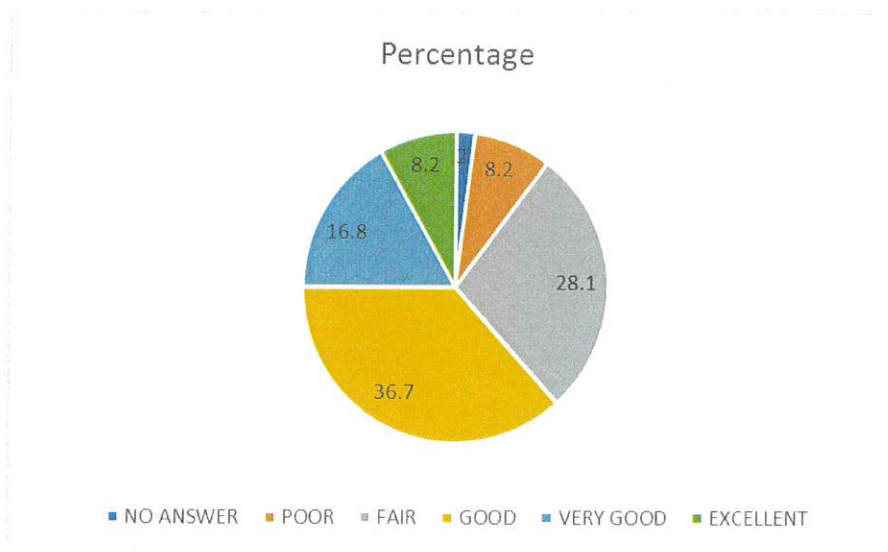


*S. Uthairaj*

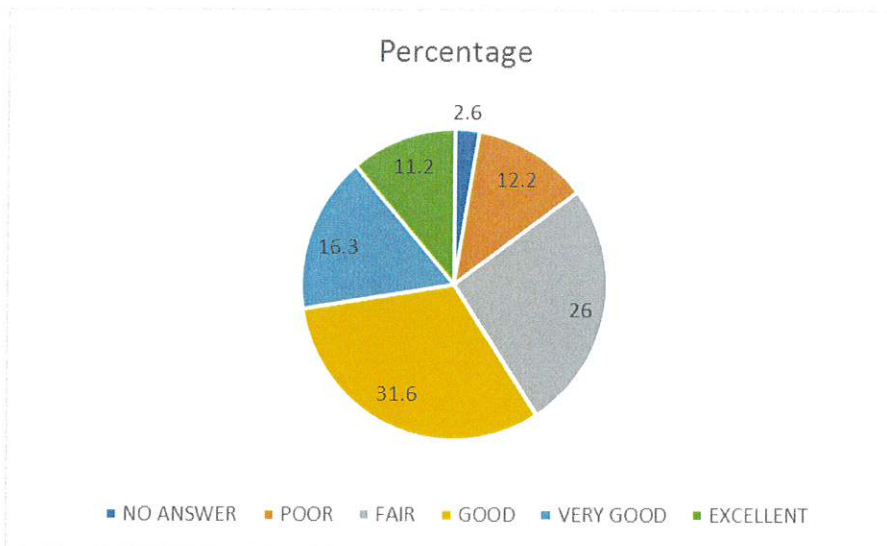
Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

## 5. Method of Evaluation is Proactive



## 6. Academic Ambience

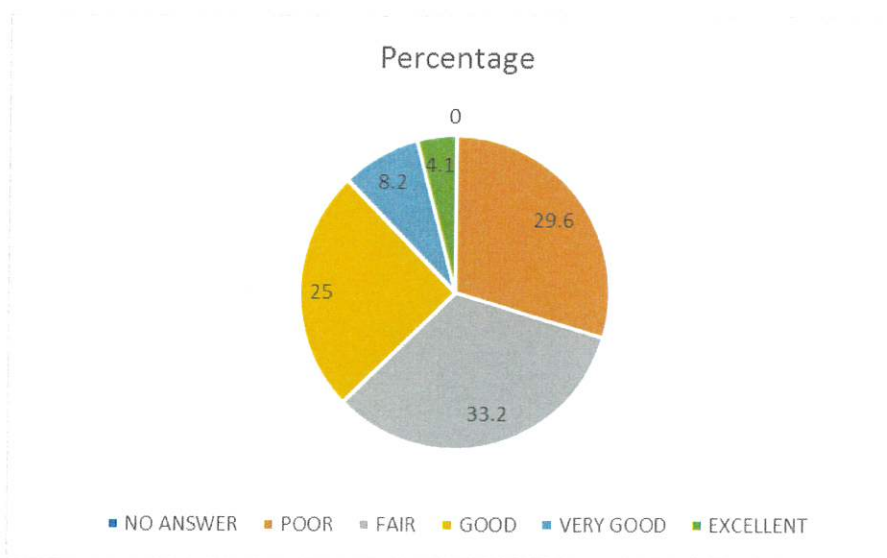


*S. Uthairai.*

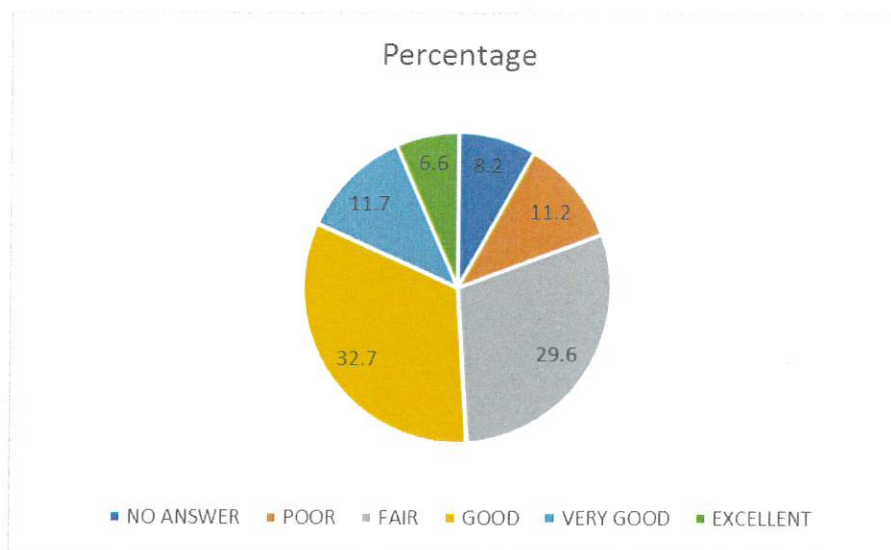
Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

**7. The College provides the necessary infrastructure and support facilities**



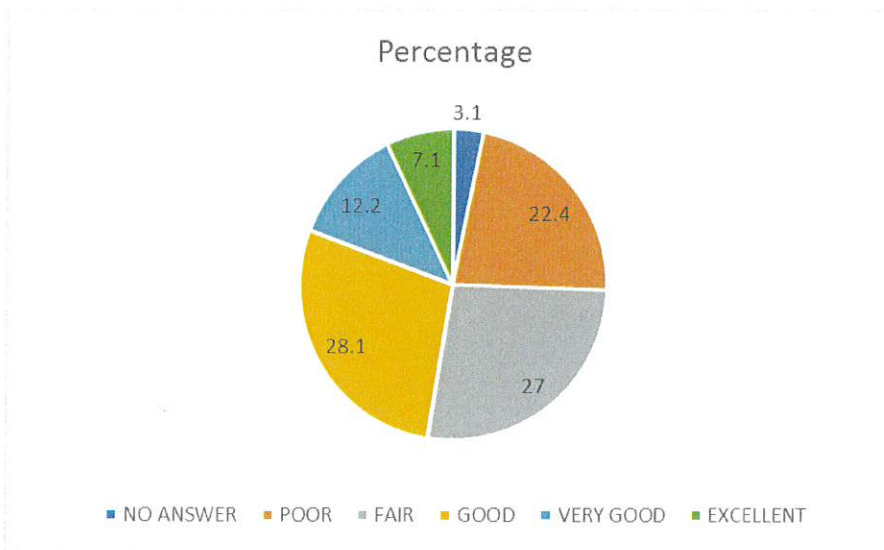
**8. Upgradation of Lab equipment is done every year**



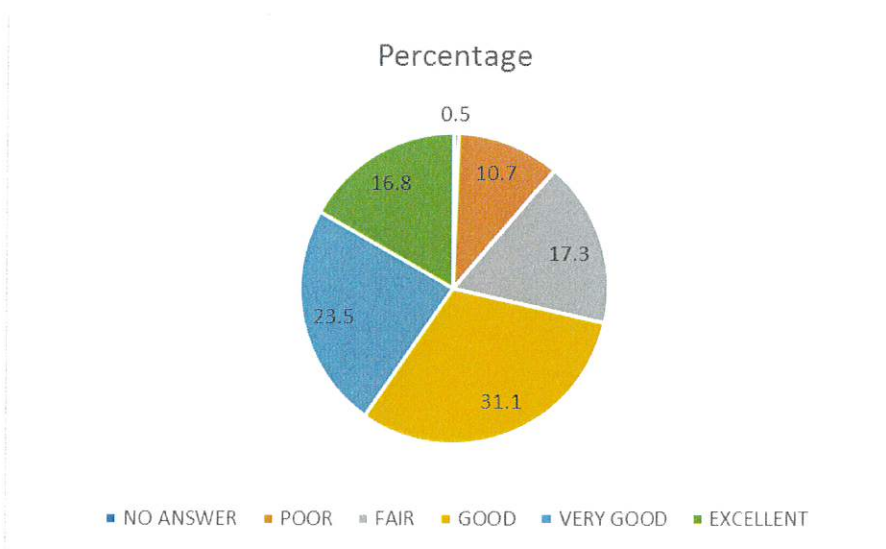
*S. Leelanai*  
Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

**9. The College offers Industry Exposure / Training Programs**



**10. The Co-curricular and Extra-Curricular Activities are effective**

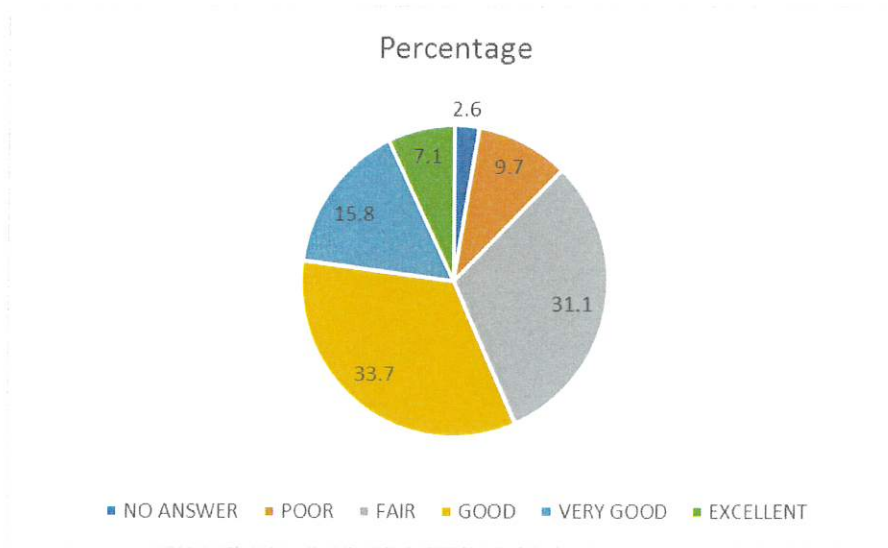


*S. Lakshmi*

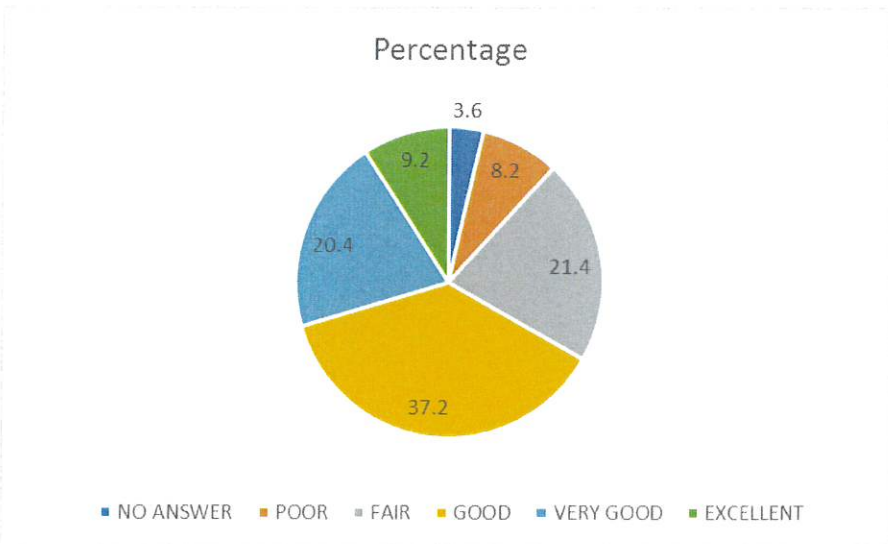
Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

### 11. Satisfied with the Extension and Outreach Activities



### 12. The Placement cell of our College is proactive

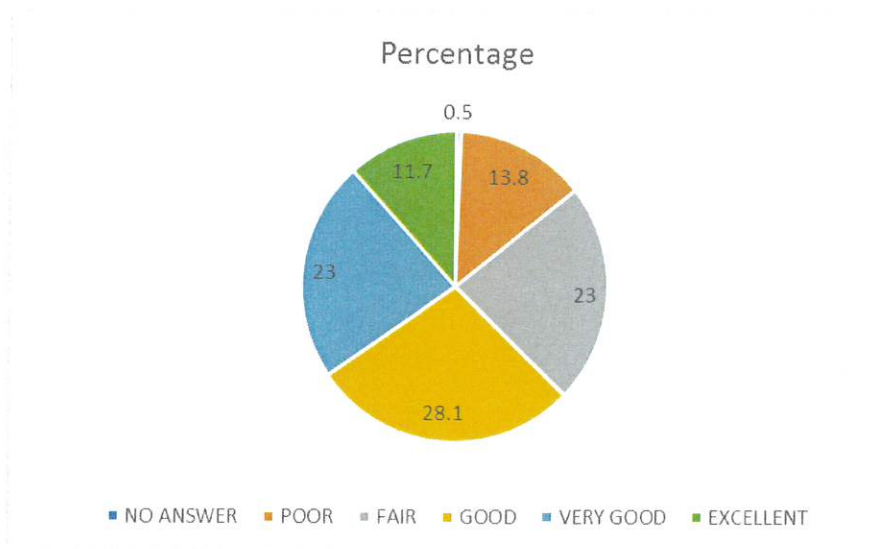


*S. Uthmani*  
Principal

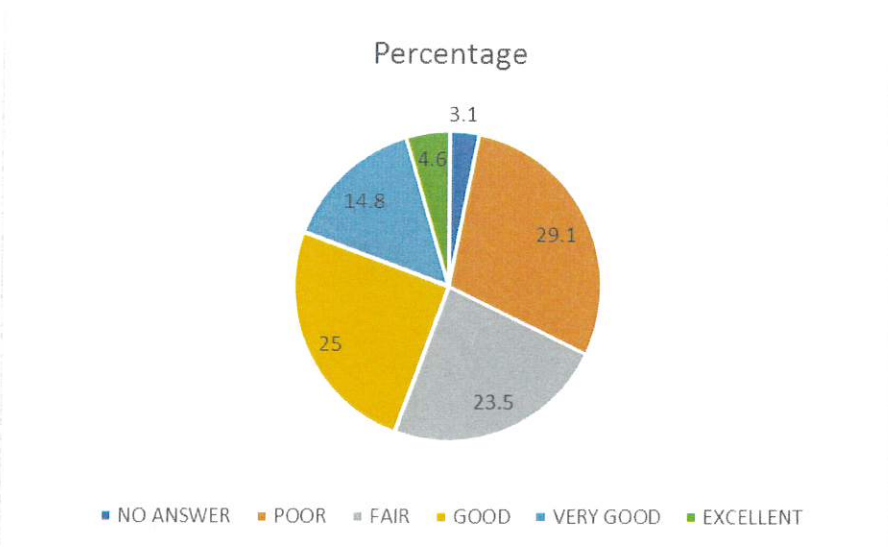
ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8



### 13. Satisfied with the Union and Association Activities



### 14. The quality of the Canteen is satisfactory

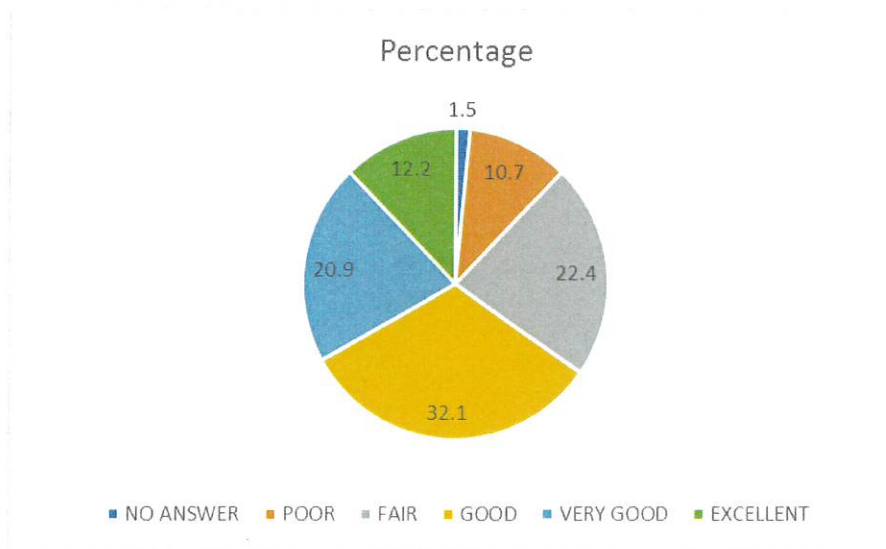


*S. Uthasi.*

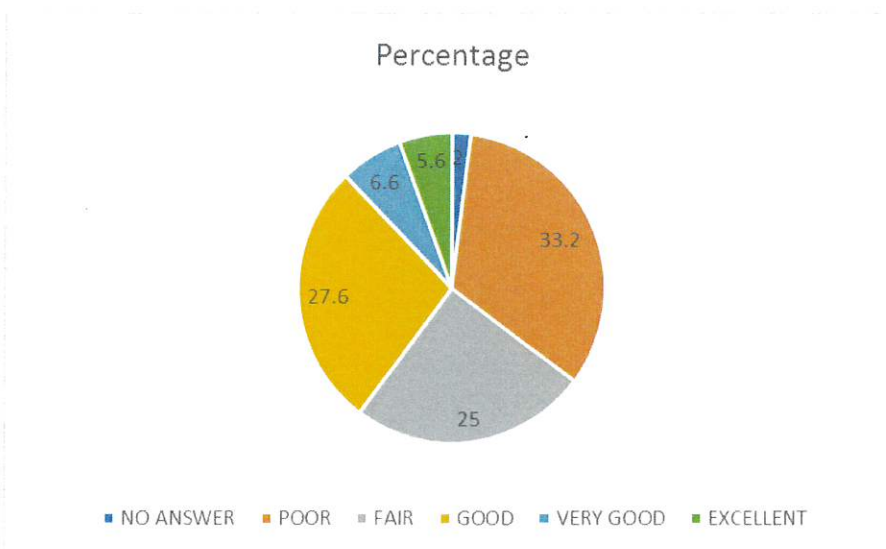
Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

**15. The Library provides web sources (other than books)**



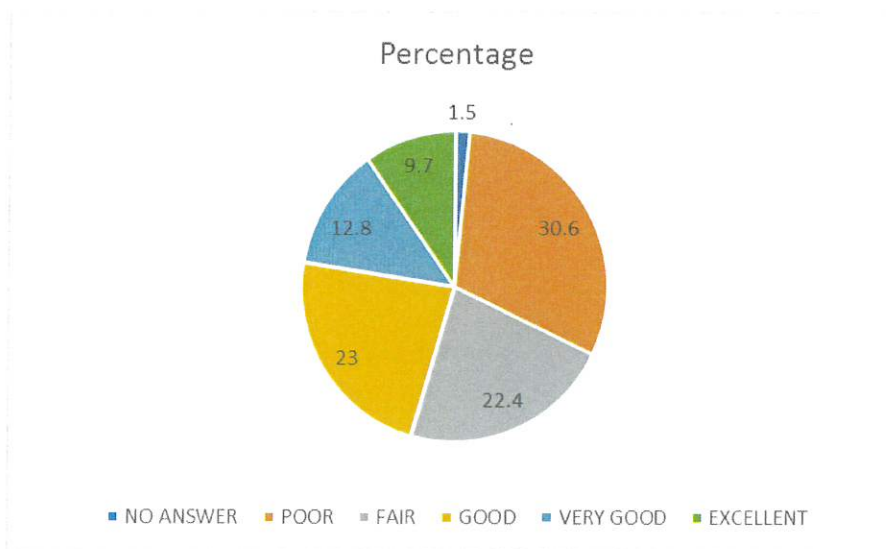
**16. Use of Internet Resources is accessible**



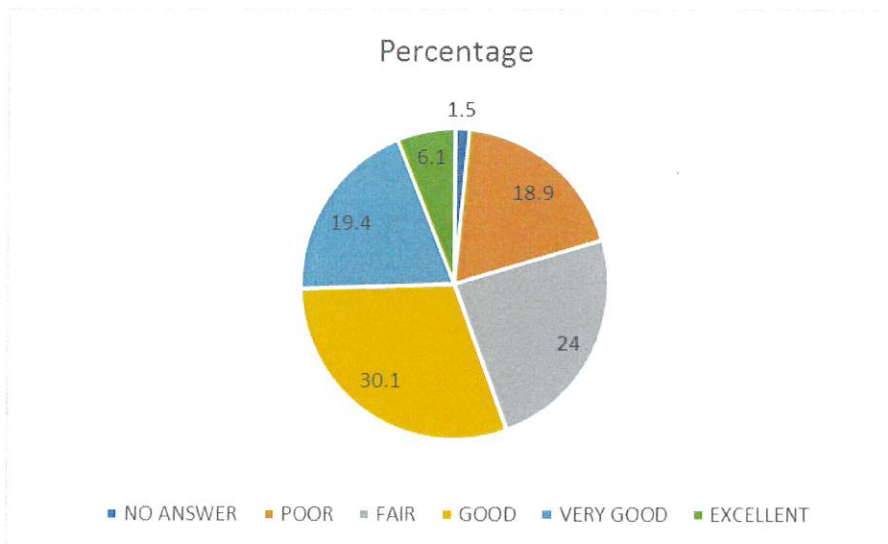
*S. Uthairi.*  
Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

**17. The Bank /ATM is readily approachable**



**18. Health Care is active in the campus**

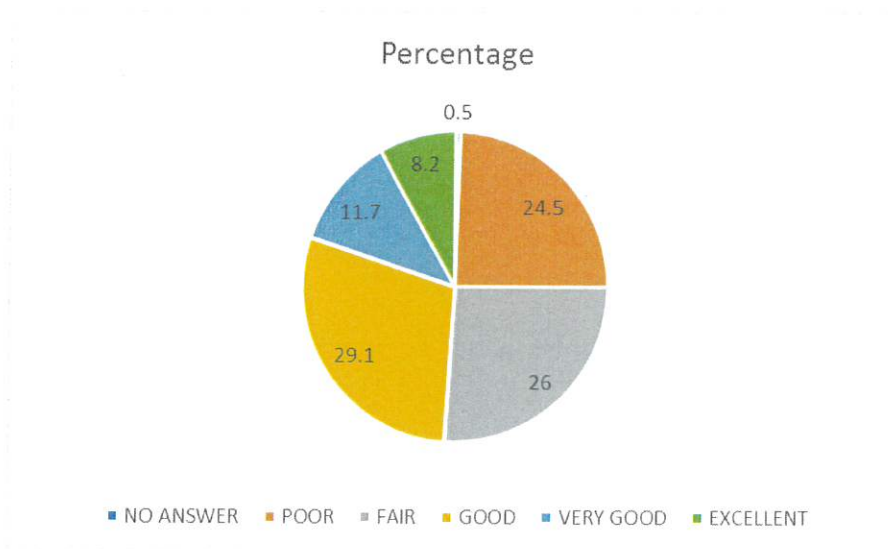


*S. Uthairaj*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

### 19. Transport is affordable



### ANALYSIS

The analysis of the survey indicates that students consider the faculty to be well qualified. Most of the students consider the standard of curriculum, teaching-learning process and method of evaluation to be good. There is a fair linkage between theory and practice as well. Students regard the overall academic ambience good. The placement cell of the College is rated well and the students are satisfied.

The students are happy with the web resources available through the Collegelibrary. However, they have expressed concerns over the fluctuating internet speed. The infrastructure facilities of the College have also been rated well as they are maintained and upgraded every year under the Maintenance policy of the institution. There is a good level of satisfaction among students regarding industry exposure and training programs offered by the College. The students are also satisfied with the co-curricular, extra-curricular, extension and outreach activities as well as the activities organized by the Student's Union and Department Associations.

The quality of canteen facilities is regarded to be fair and the health care facilities of the College are considered good. There are happy with the affordable transport facility offered by the College. The satisfaction level is poor with regard to the services offered by the bank attached to the college.

*S. Uthai.*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

### **ACTION TO BE TAKEN**

1. Increase usage of ICT enabled facilities for teaching-learning.
2. Improve access of the web resources available in the Library.
3. Improve the quality of canteen facilities.
4. Steps to be taken to improve the service facility of the bank and its ATM .

### **ACTION TAKEN REPORT**

Ethiraj College has always valued the participation of all its stake holder, especially the students in the growth and development of the college as a premium academic institution. Based on the analysis of the survey and suggestions offered by the students the following steps were taken in the beginning of the academic year 2019-2020.

1. More classrooms have been equipped with LCD facilities.
2. Wi-Fi speed and connectivity have also been improved.
3. Remote access of Ebsco Host has been provided.
4. Canteen has been revamped.
5. In addition to Indian Overseas Bank, the College has tie-up with Indian Bank as well to offer excellent banking experience.

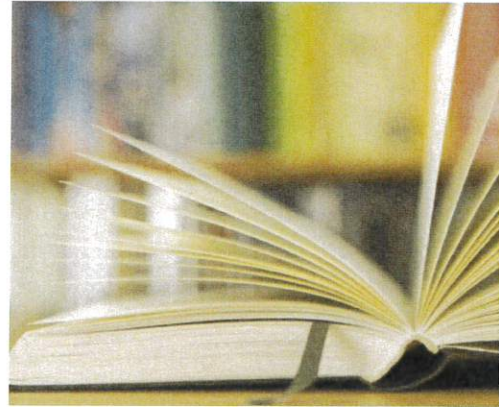
*S. Uthamani.*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

# ETHIRAJ COLLEGE FOR WOMEN (Autonomous)

## STUDENTS SATISFACTION SURVEY MARCH 2020 REPORT



### Overview

NAAC, in order to upgrade and maintain the quality of education elicits responses from the primary stakeholders, students, on the teaching–learning and evaluation. The survey questions used are formulated by NAAC. The IQAC of Ethiraj College For Women has organized this survey to take stock of the students' satisfaction levels of various aspects of teaching and learning.

The analysis of the survey has been provided department-wise also to enable the faculty of each department to find out areas that need intervention by them to maintain high levels of satisfaction amongst their students. This, we believe will also be an opportunity to ascertain the departments' SWOC - Strength, Weakness, Opportunities and Challenges. The survey results are calculated on a 5-point Likert scale ranging from 0 to 4.

In the following report, the overall satisfaction levels of students in both the Aided and Self-Supporting Stream have been presented. Suggestions and recommendations follow the analysis.

Mode of Survey: **Google Form**

Month of Survey: **March 2020**

No of respondents: **6336**

Total Strength: **7597**

Total number of Departments: **35**

Number of Departments that participated: **34**

Departments that participated in alphabetical order:

**Aided**

1. Chemistry
2. Commerce
3. Corporate Secretaryship
4. Economics
5. English
6. History & TTM
7. Mathematics
8. Nutrition, FSM & Dietetics
9. Physics
10. Plant Biology & Plant Biotechnology
11. Tamil
12. Zoology

**Self-Supporting**

1. Accounting & Finance
2. Bank Management
3. Bachelor of Computer Applications
4. Biochemistry
5. Business Administration
6. Business Economics
7. Clinical Nutrition & Dietetics
8. Commerce
9. Commerce (Hons)
10. Computer Science
11. Corporate Secretaryship
12. English
13. Human Rights & Duties Education
14. Journalism & Communication
15. Master of Computer Applications
16. Mathematics
17. Maths with Computer Applications
18. Microbiology
19. Physics
20. Plant Biology & Plant Biotechnology
21. Psychology
22. Visual Communication

Departments that did not participate in alphabetical order: **MBA**

Survey Form generated by: Ms Veena Murali & Dr.M. Latha Kumari

Survey Analysis and Report compiled by: Ms Veena Murali

Survey Report Analysis and Suggestions by : Dr.M. Latha Kumari

*S. Uothai.*

Principal

## Analysis of Questionnaire

Q1) How much of the syllabus was covered in the class?

Q2) How well did the teachers prepare for the classes?

Options	Points	Number of Responses
85 to 100%	4	3380
70 to 84%	3	2379
55 to 69%	2	468
30 to 54%	1	78
Below 30%	0	31
Total		<b>6336</b>
Average		<b>3.42</b>

Options	Points	Number of Responses
Thoroughly	4	1790
Satisfactorily	3	4156
Poorly	2	253
Indifferently	1	101
Won't teach at all	0	36
Total		<b>6336</b>
Average		<b>3.19</b>

Q3) How well were the teachers able to communicate?

Q4) The teachers' approach to teaching can best be described as

Options	Points	Number of Responses
Always effective	4	2933
Sometimes effective	3	2293
Just satisfactorily	2	926
Generally ineffective	1	123
Very poor communication	0	61
Total		<b>6336</b>
Average		<b>3.25</b>

Options	Points	Number of Responses
Excellent	4	1373
Very Good	3	2569
Good	2	1911
Fair	1	417
Poor	0	66
Total		<b>6336</b>
Average		<b>2.75</b>

*S. Uthai*

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Q5) Fairness of the internal evaluation process by the teachers.

Q6) Was your performance in assignments discussed with you?

Options	Points	Number of Responses
Always fair	4	2010
Usually fair	3	2953
Sometimes fair	2	1084
Usually unfair	1	150
Unfair	0	139
Total		<b>6336</b>
Average		<b>3.03</b>

Options	Points	Number of Responses
Every time	4	1771
Usually	3	2165
Occasionally/ Sometimes	2	1495
Rarely	1	568
Never	0	337
Total		<b>6336</b>
Average		<b>2.70</b>

Q7) The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.

Q8) The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.

Options	Points	Number of Responses
Regularly	4	2041
Often	3	1699
Sometimes	2	1352
Rarely	1	679
Never	0	565
Total		<b>6336</b>
Average		<b>2.63</b>

Options	Points	Number of Responses
Significantly	4	1386
Very Well	3	2592
Moderately	2	1814
Marginally	1	344
Not at all	0	200
Total		<b>6336</b>
Average		<b>2.73</b>

*S. Uthairai*  
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Q9) The institution provides multiple opportunities to learn and grow.

Q10) Teachers inform you about your expected competencies, course outcomes and programme outcomes.

Options	Points	Number of Responses	Options	Points	Number of Responses
Strongly Agree	4	2084	Every time	4	2035
Agree	3	2820	Usually	3	2561
Neutral	2	1219	Occasionally/ Sometimes	2	1179
Disagree	1	145	Rarely	1	401
Strongly Disagree	0	68	Never	0	160
Total		<b>6336</b>	Total		<b>6336</b>
Average		<b>3.06</b>	Average		<b>2.93</b>

Q11) Your mentor does a necessary follow-up with an assigned task to you.

Q12) The teachers illustrate the concepts through examples and applications.

Options	Points	Number of Responses	Options	Points	Number of Responses
Every time	4	1800	Every time	4	2295
Usually	3	2576	Usually	3	2598
Occasionally/ Sometimes	2	1156	Occasionally/ Sometimes	2	1026
Rarely	1	644	Rarely	1	309
I do not have a mentor	0	160	Never	0	108
Total		<b>6336</b>	Total		<b>6336</b>
Average		<b>2.82</b>	Average		<b>3.05</b>

S. Uthayakumari

Principal

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Q13) The teachers identify your strengths and encourage you with providing right level of challenges.

Q14) Teachers are able to identify your weaknesses and help you to overcome them.

Options	Points	Number of Responses	Options	Points	Number of Responses
Strongly Agree	4	1835	Every time	4	1657
Agree	3	2259	Usually	3	2059
Neutral	2	1252	Occasionally/ Sometimes	2	1329
Disagree	1	590	Rarely	1	782
Strongly Disagree	0	400	Never	0	509
Total		<b>6336</b>	Total		<b>6336</b>
Average		<b>2.72</b>	Average		<b>2.56</b>

Q15) The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.

Q16) The institute/ teachers use student-centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.

Options	Points	Number of Responses	Options	Points	Number of Responses
Strongly Agree	4	1610	To a great extent	4	1777
Agree	3	2746	Moderate	3	2882
Neutral	2	1585	Some what	2	1102
Disagree	1	276	Very little	1	390
Strongly Disagree	0	119	Not at all	0	185
Total		<b>6336</b>	Total		<b>6336</b>
Average		<b>2.86</b>	Average		<b>2.90</b>

S. Uthairaj

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Q17) Teachers encourage you to participate in extracurricular activities.

Q18) Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work.

Options	Points	Number of Responses	Options	Points	Number of Responses
Strongly Agree	4	2335	To a great extent	4	2286
Agree	3	2433	Moderate	3	2757
Neutral	2	1189	Some what	2	876
Disagree	1	248	Very little	1	296
Strongly Disagree	0	131	Not at all	0	121
Total		<b>6336</b>	Total		<b>6336</b>
Average		<b>3.04</b>	Average		<b>3.07</b>

Q19) What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching?

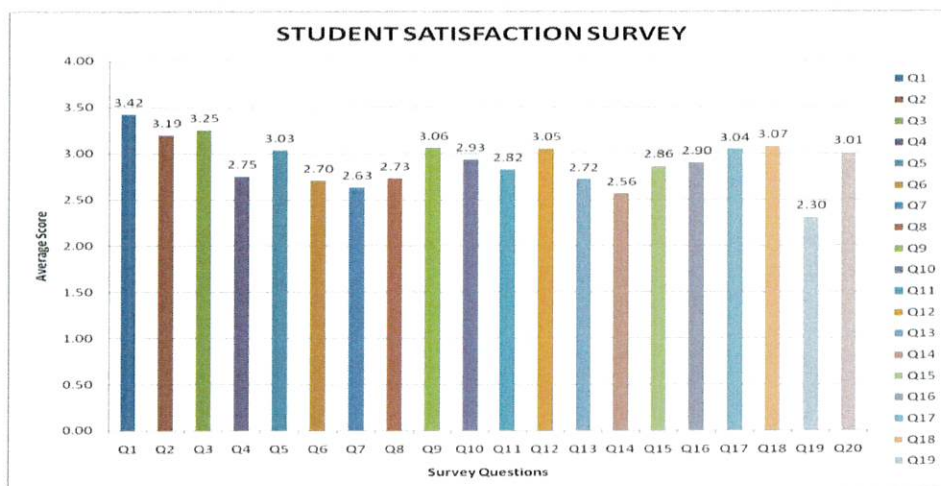
Q20) The overall quality of teaching-learning process in your institute is very good.

Options	Points	Number of Responses	Options	Points	Number of Responses
Above 90%	4	1269	Strongly Agree	4	1913
70 to 89%	3	2063	Agree	3	2882
50 to 69%	2	1332	Neutral	2	1299
30 to 49%	1	667	Disagree	1	156
Below 29%	0	1005	Strongly Disagree	0	86
Total		<b>6336</b>	Total		<b>6336</b>
Average		<b>2.30</b>	Average		<b>3.01</b>

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## OVERALL RESPONSE



### Major Findings:

- Most of the students agree that the syllabus is taught in the class by the teachers.
- According to the majority of the students the teachers' preparation for a lecture session is only satisfactory
- Mostly the teachers are effective in communicating with the students.
- The teachers' approach to teaching was described as 'Very Good' by the majority of students.
- The teachers are usually fair during the internal evaluation process.
- Usually the teachers discuss the performance of the students and offer feedback on the assignments.
- Most of the students feel that the institute regularly takes active interest in promoting internship, student exchange and field visit opportunities for students.
- The teaching and mentoring process of the institution very well facilitates the cognitive, social and emotional growth of the student as stated by most of the students.

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Principal

- Most of the students agree to the statement that the institution provides multiple opportunities to learn and grow.
- Teachers usually inform about the expected competencies, course outcomes and programme outcomes.
- Usually the mentor follows up with an assigned task to the student.
- The teachers usually illustrate the concepts through examples and applications.
- It is mostly agreed by the students that the teachers identify their strengths and encourage them with providing the right level of challenges.
- As agreed by the students, the teachers are able to identify the student's weaknesses and help them overcome them.
- The institution's effort to engage students in the monitoring, review and continuous quality improvement of the teaching-learning process is agreed upon by most of the students.
- According to the majority of the students, the institute/ teachers use student-centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.
- Most of the students agree that the teachers encourage them to participate in extracurricular activities.
- Most of the students feel that moderate efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make them ready for the work world .
- 47% of the student's state that teachers sparingly use ICT tools such as LCD projector, Multimedia, etc. while teaching.
- The overall quality of the teaching-learning process in the institute is considered as good by most of the students.

*S. Uthairai.*  
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### Recommendations:

1. Teachers to go with better preparation for classes. Course schedules and Lesson plans including the attainment of outcomes to be prepared by each course teacher to improve quality and accountability.
2. Teachers to be encouraged to use more student centric methods for teaching and assessment.
3. A mechanism to encourage Teachers to offer individual student feedback (apart from awarding marks), on performance in Tests and assignments to be devised.
4. Department-wise regular and timely meetings of students with course teachers, Dean of Academic and Dean of Students to be initiated to discuss curricular aspects.
5. Mentoring system needs streamlining to make it 100% effective.
6. Student's open forum on academics to be organised with Principal and Vice Principals every semester.
7. Special programmes on life skills, soft skills and employability skills by the college faculty need urgent attention.
8. Teachers to adopt ICT-enabled teaching.

### Action Taken Report

Lesson plans prepared by Teachers

Mentoring system followed

Student's Open Forum organized

Ethiraj Training Academy offers special programmes on Life skills, Soft skills and Employability skills

Customized College LMS e Learn @ Ethiraj College launched

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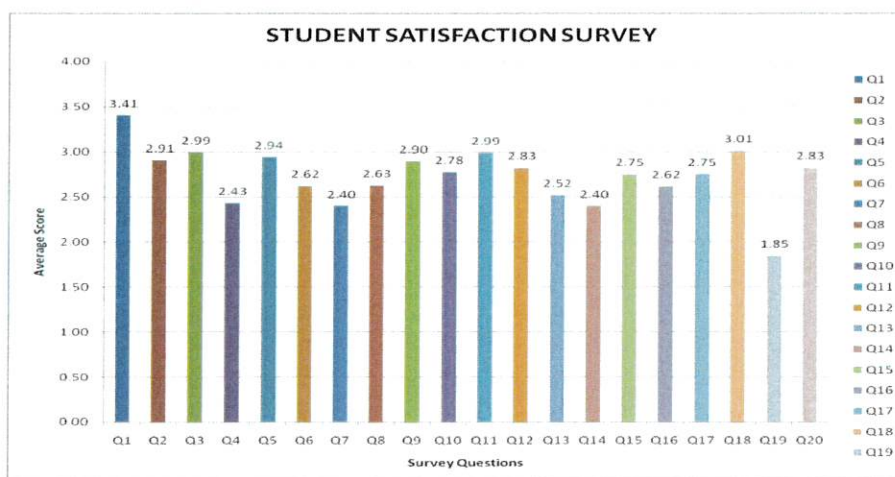
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## Department-wise Graphical Analysis

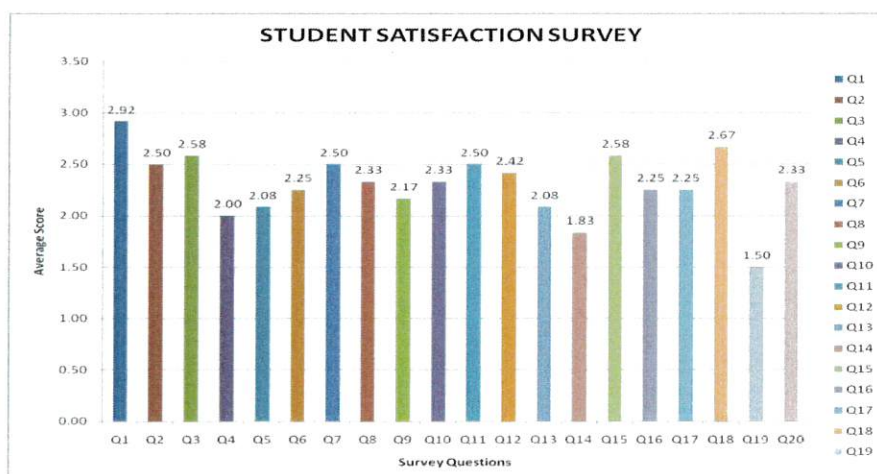
### Aided Stream

### **Chemistry**

#### OVERALL RESPONSE – UG



#### OVERALL RESPONSE – PG



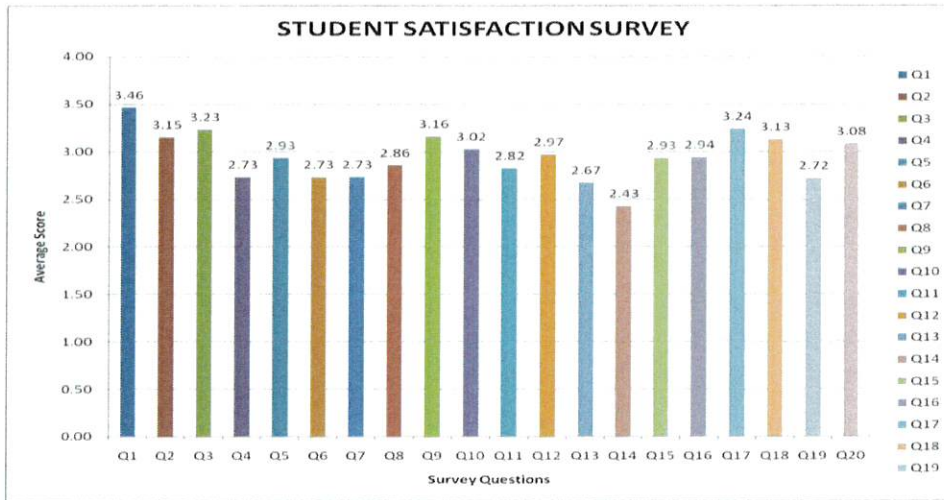
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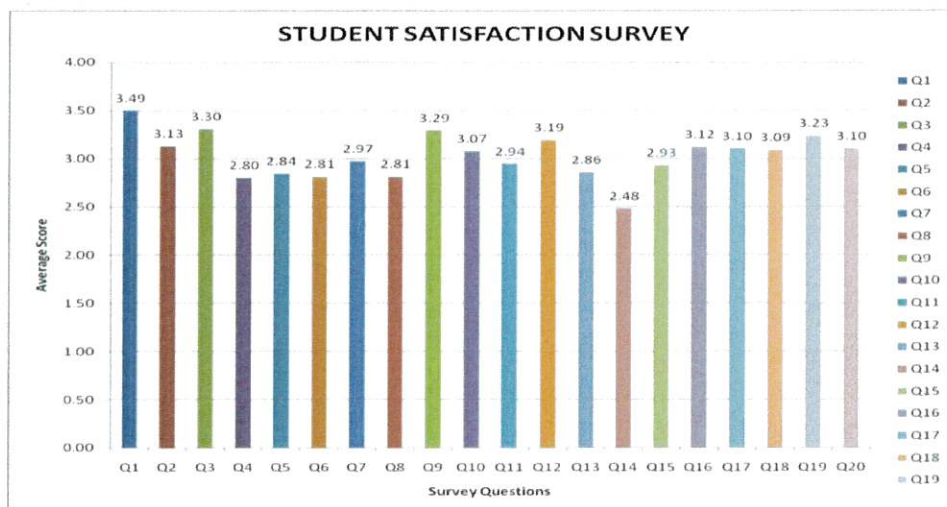


**Commerce**

**OVERALL RESPONSE – UG**



**OVERALL RESPONSE – PG**



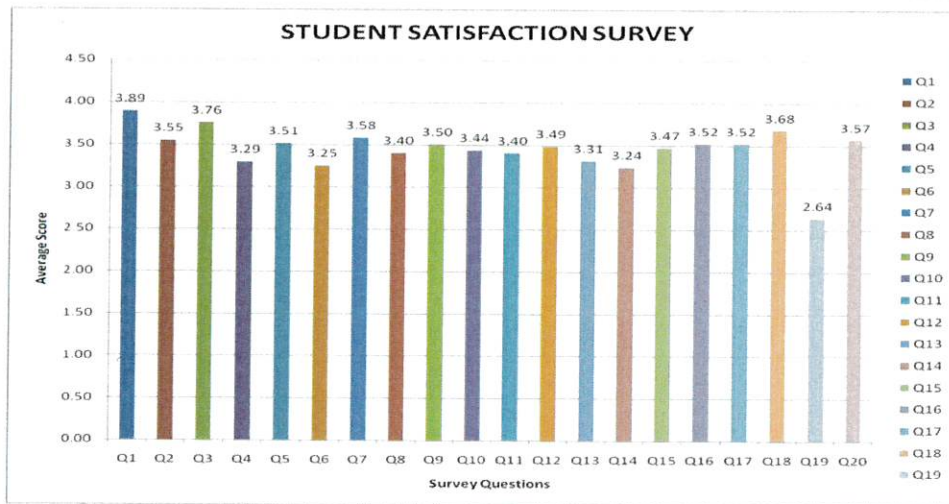
*S. Uthai,*

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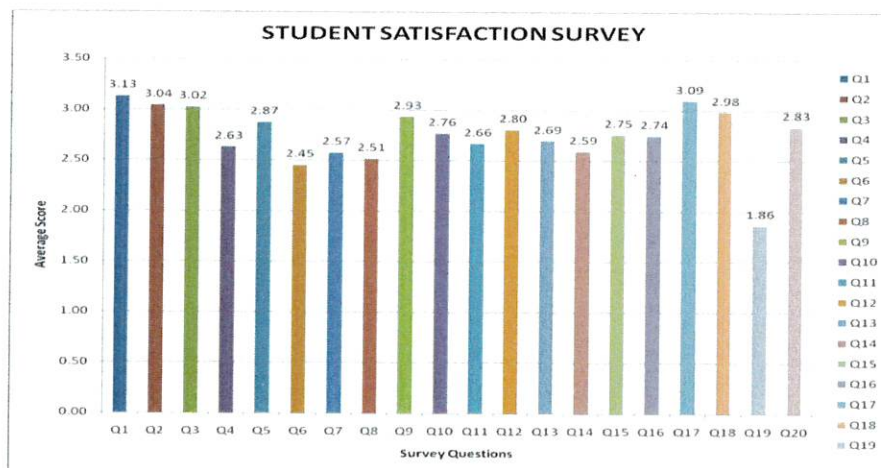
## Corporate Secretaryship

### OVERALL RESPONSE – UG



## Economics

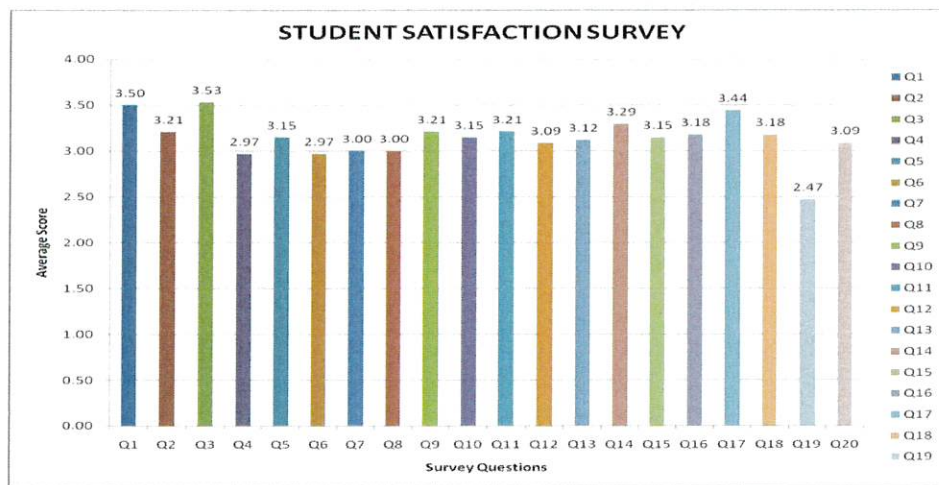
### OVERALL RESPONSE – UG



*S. Leobhai*

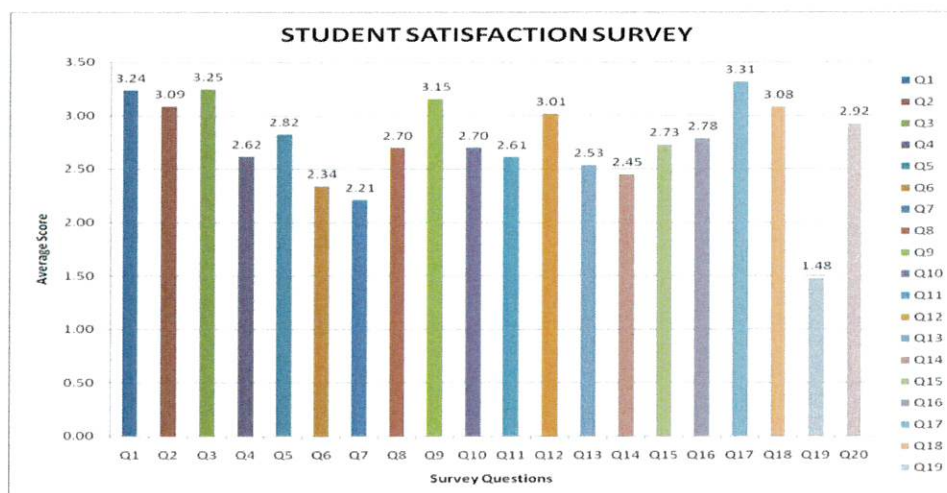
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## OVERALL RESPONSE – PG



English

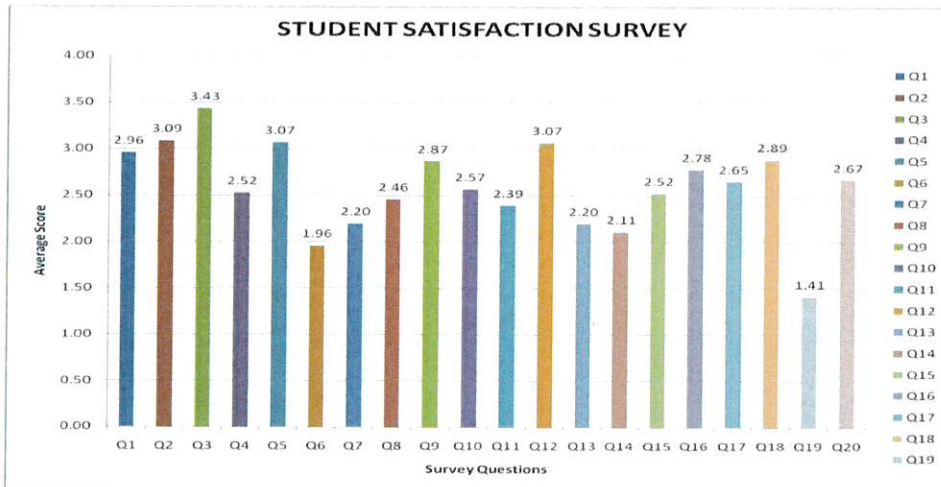
## OVERALL RESPONSE – UG



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Principal

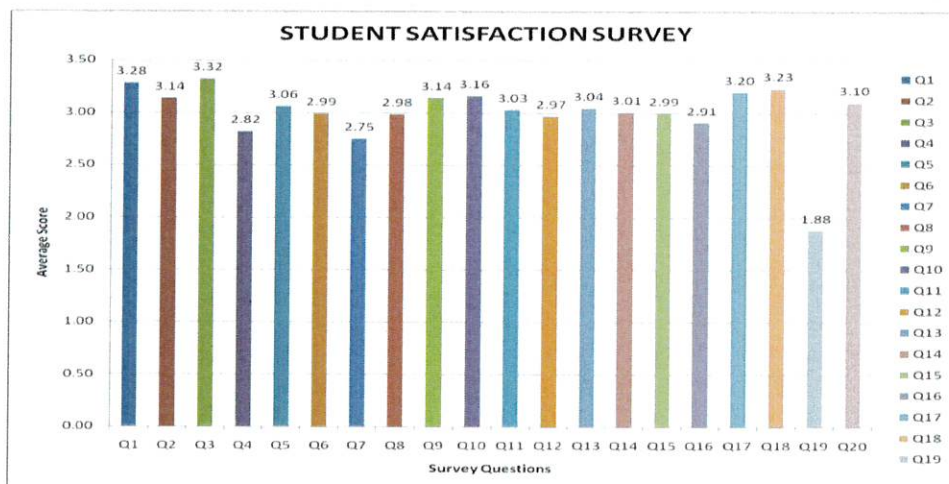
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## OVERALL RESPONSE – PG



## History & TTM

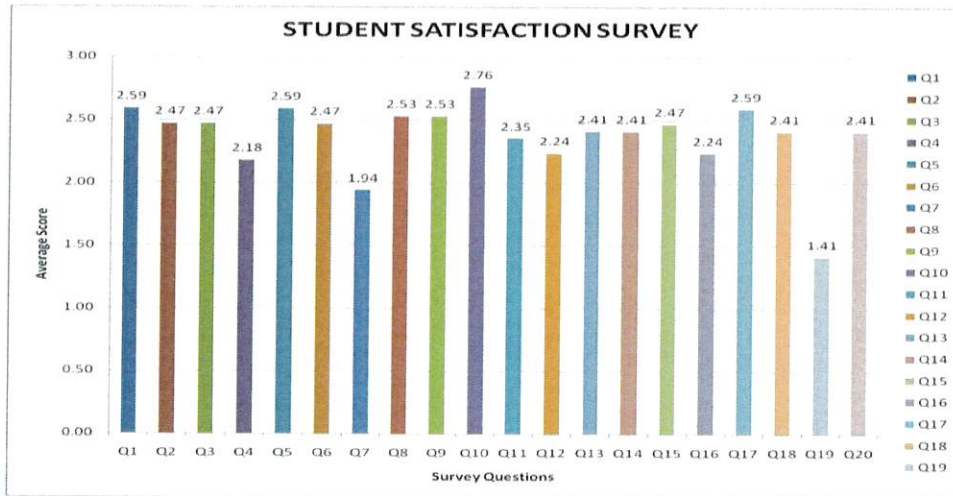
## OVERALL RESPONSE – UG



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Principal

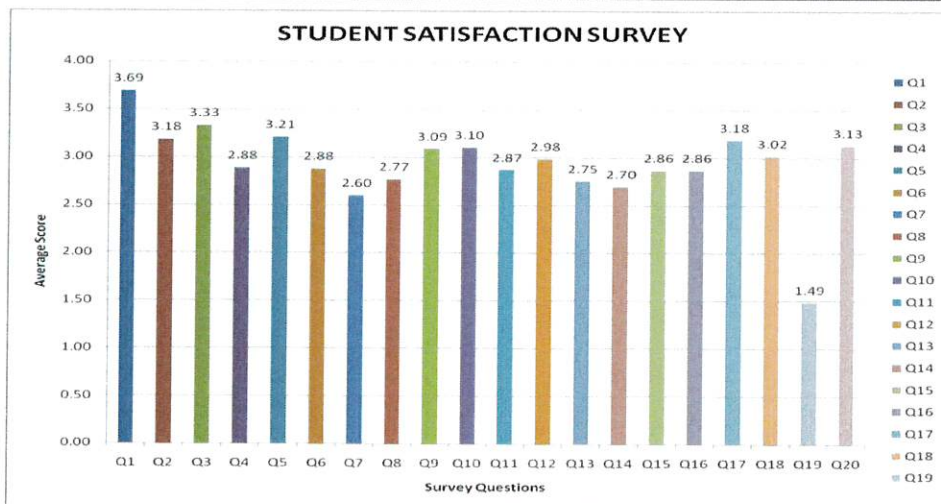
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## OVERALL RESPONSE – PG



## Mathematics

## OVERALL RESPONSE – UG



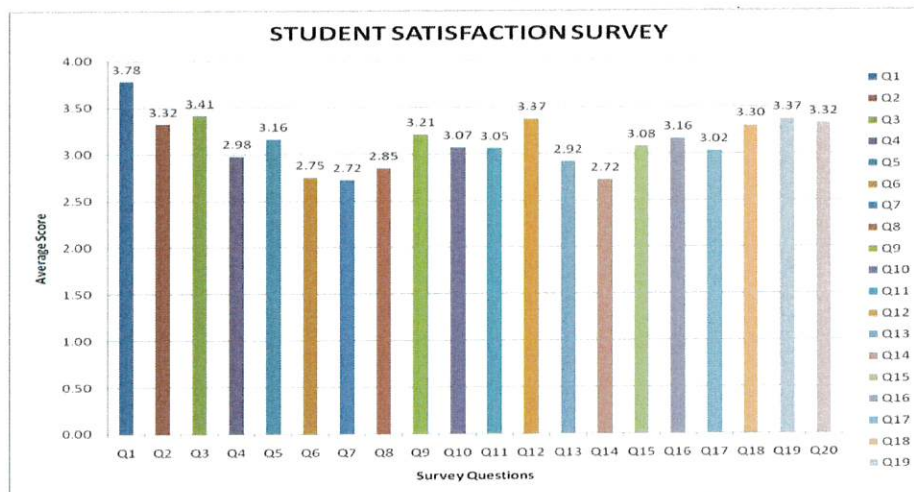
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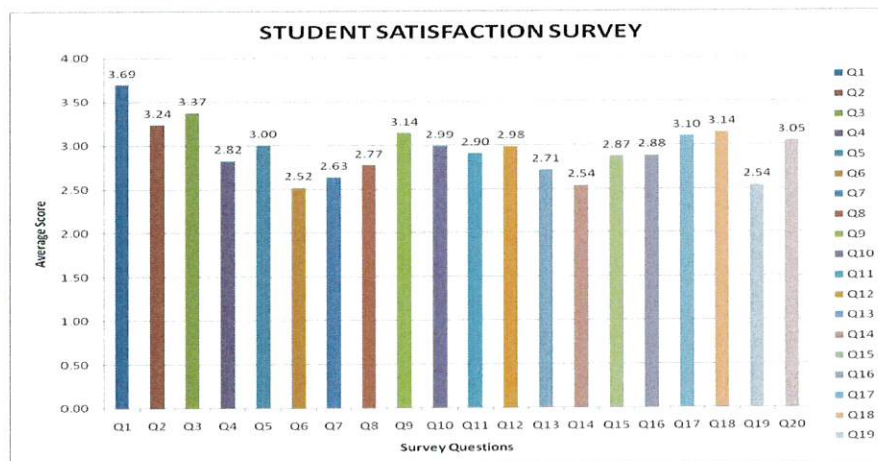
**Nutrition, FSM & Dietetics**

**OVERALL RESPONSE – UG**



**Physics**

**OVERALL RESPONSE – UG**



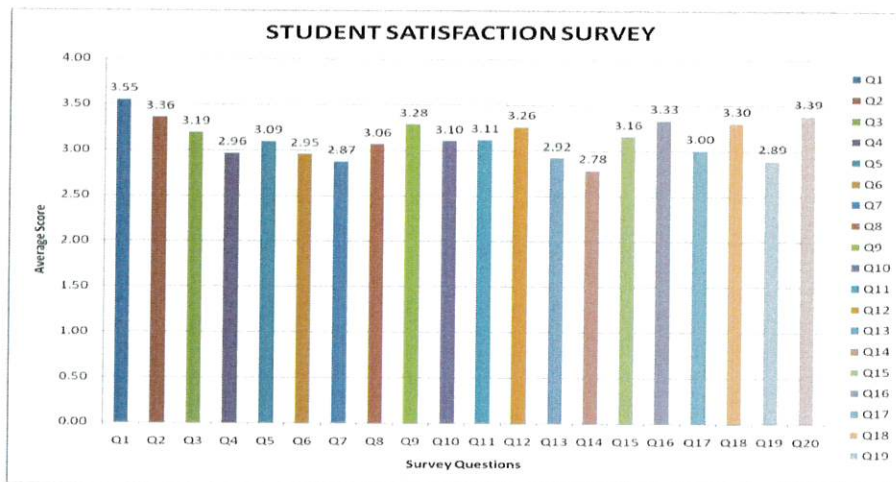
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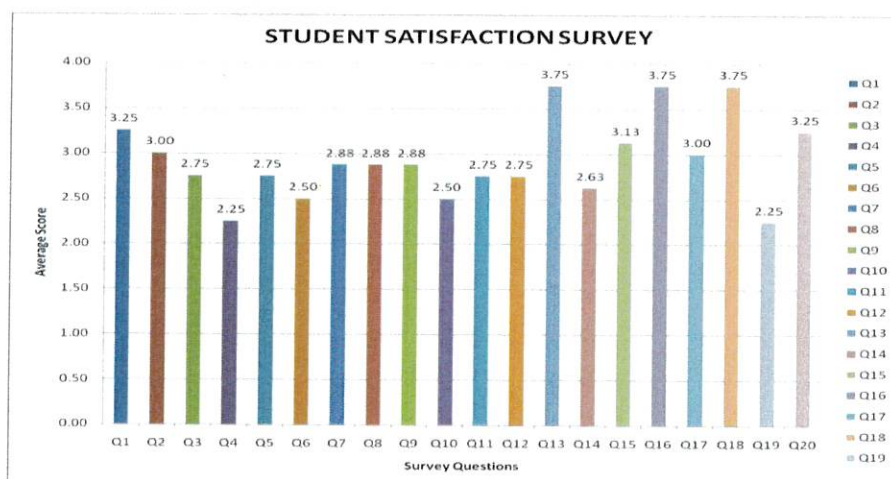
## Plant Biology & Plant Biotechnology

### OVERALL RESPONSE – UG



## Tamil

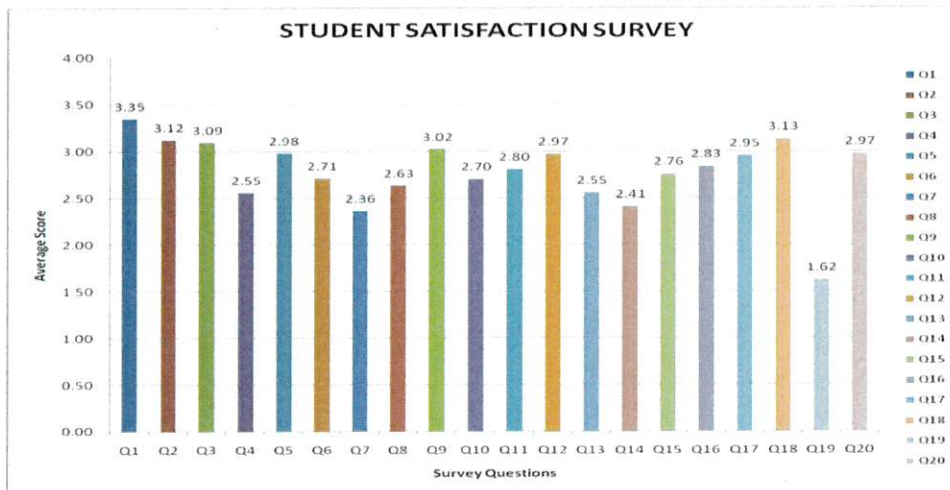
### OVERALL RESPONSE – PG



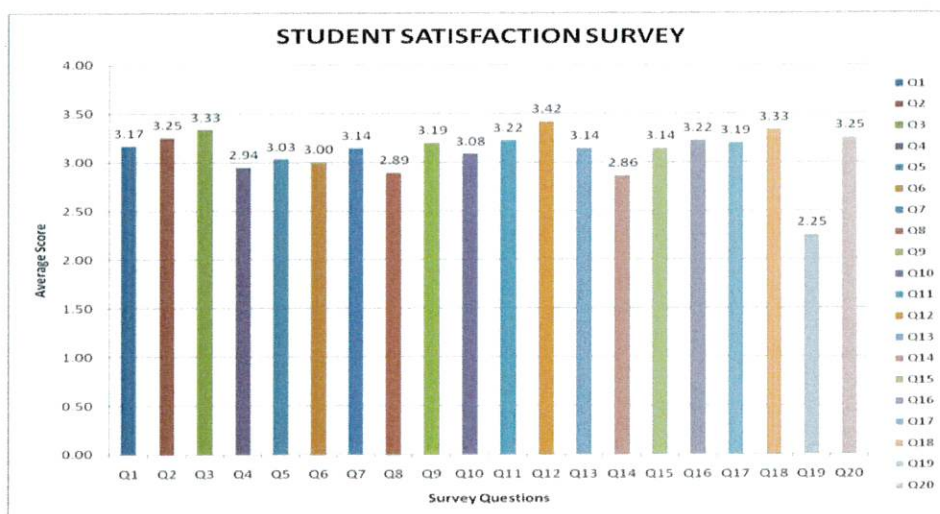
*S. Uthai .*  
Principal

**Zoology**

**OVERALL RESPONSE – UG**



**OVERALL RESPONSE – PG**



*S. Latha,*

Principal

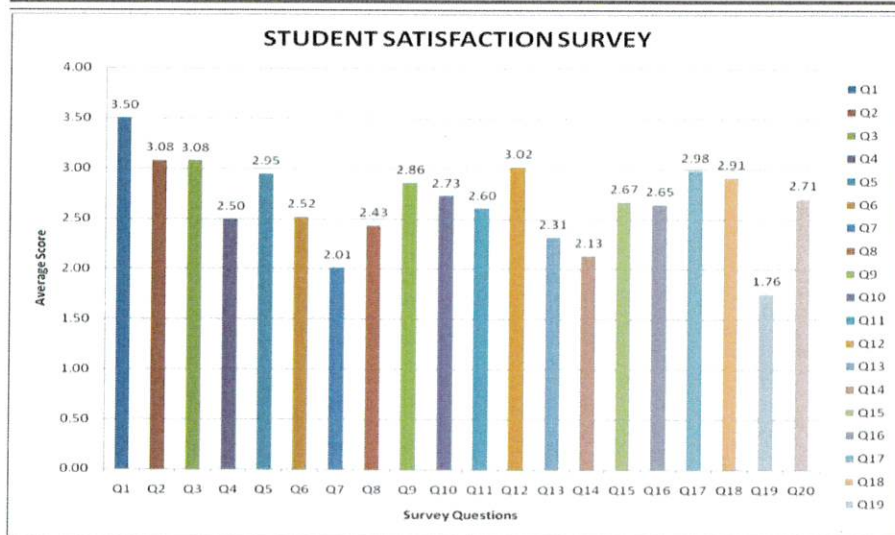
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## Self-Supporting Stream

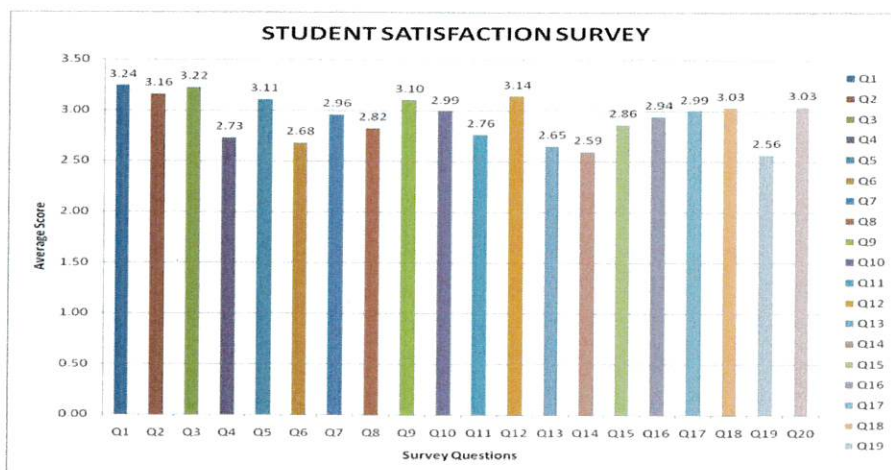
### Accounting & Finance

#### OVERALL RESPONSE - UG



### Bank Management

#### OVERALL RESPONSE – UG

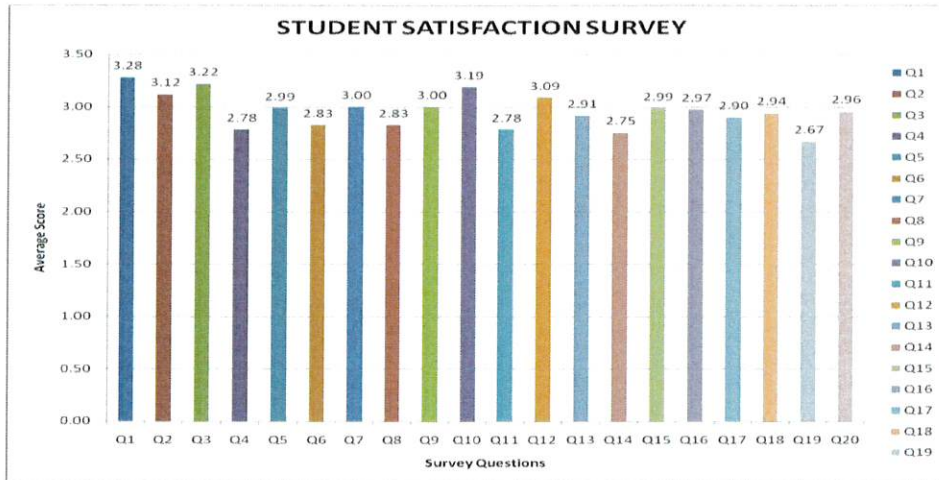


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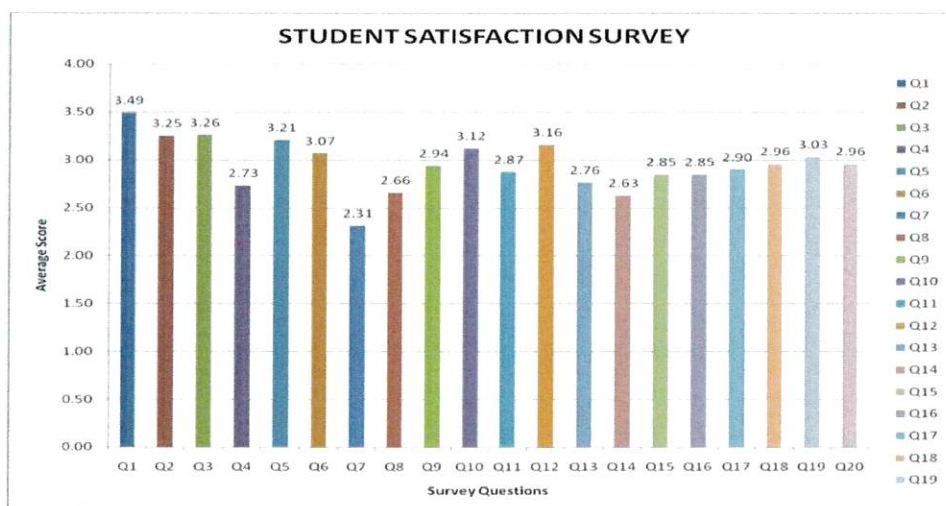
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## OVERALL RESPONSE – PG



## Bachelor of Computer Applications

## OVERALL RESPONSE – UG



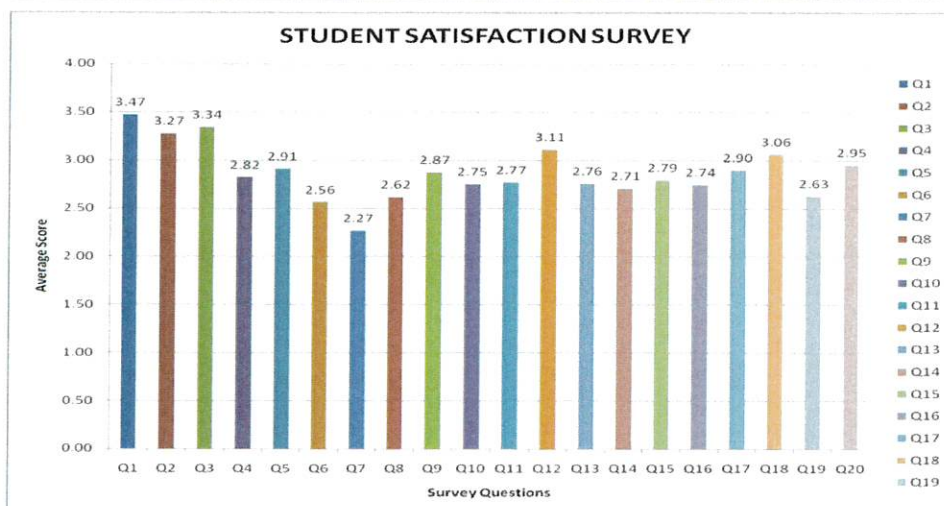
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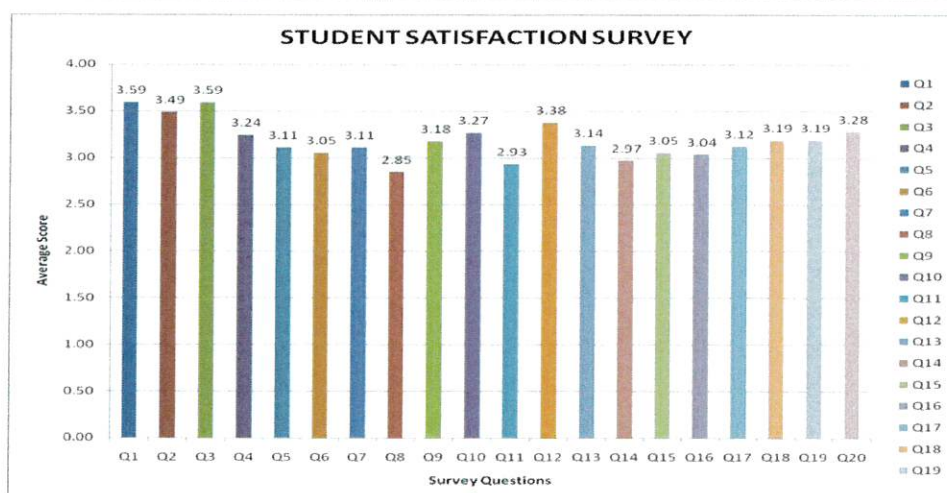
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## Biochemistry

### OVERALL RESPONSE – UG



### OVERALL RESPONSE – PG



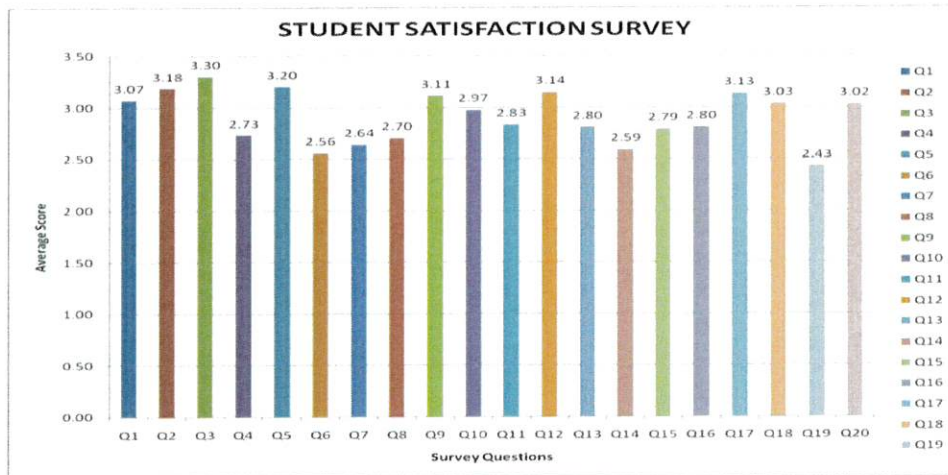
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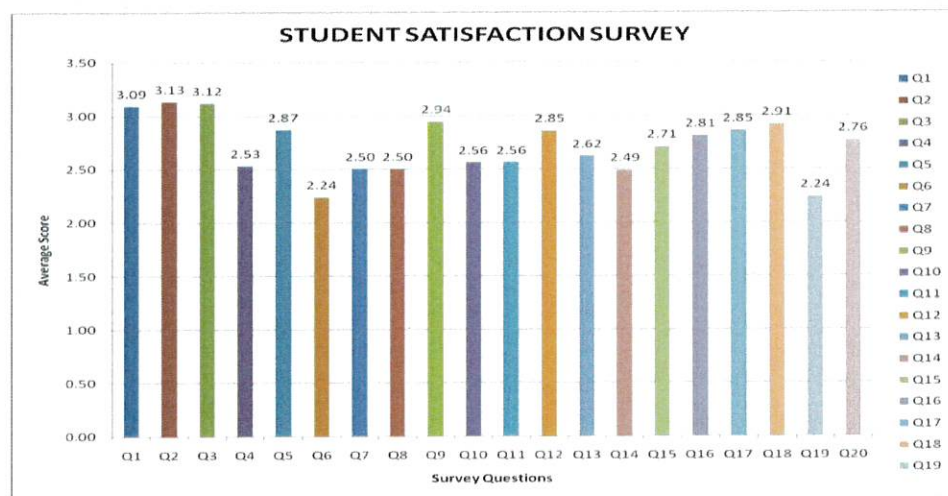
## Business Administration

### OVERALL RESPONSE – UG



## Business Economics

### OVERALL RESPONSE – UG



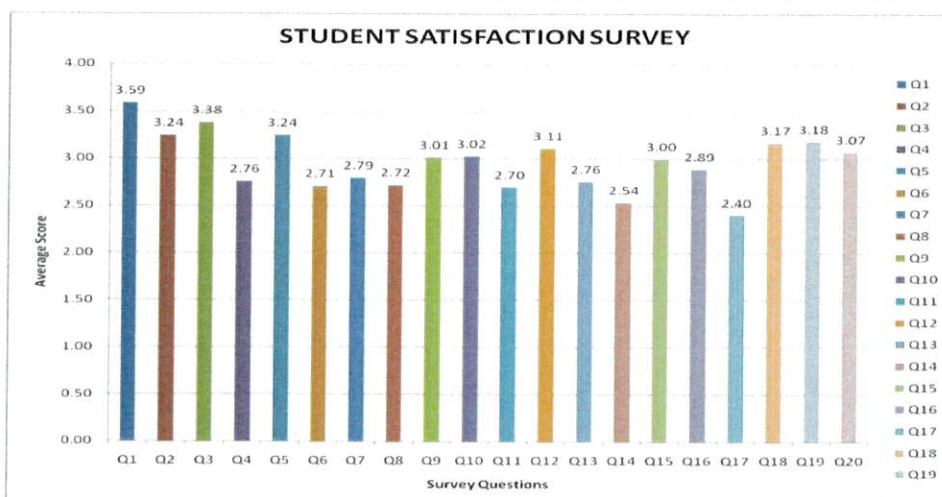
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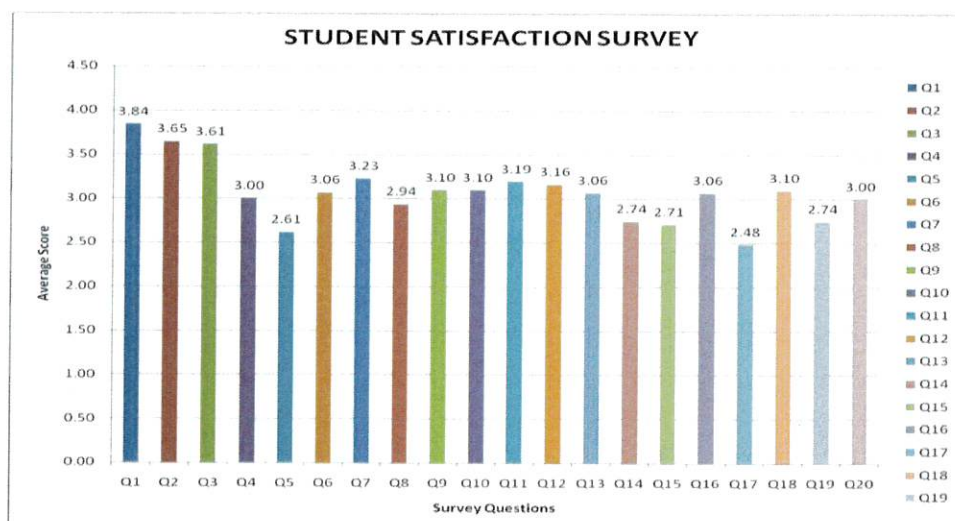
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## Clinical Nutrition & Dietetics

### OVERALL RESPONSE – UG



### OVERALL RESPONSE – PG



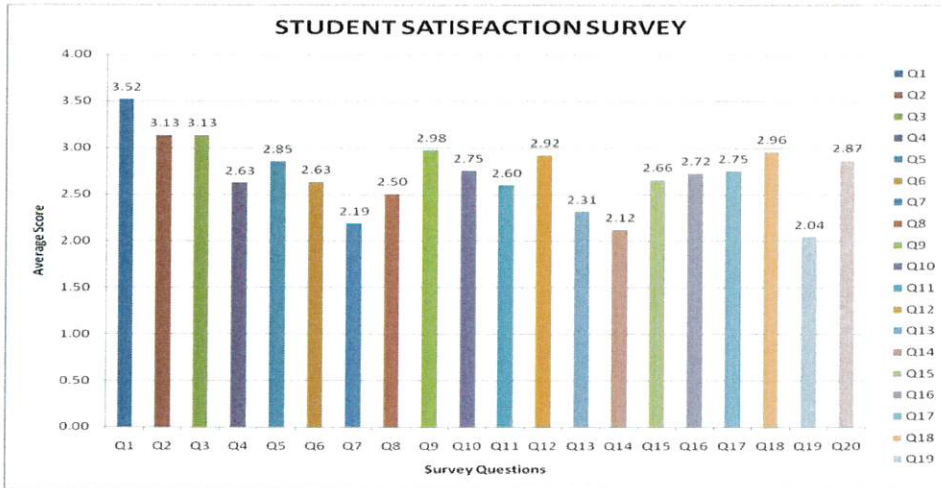
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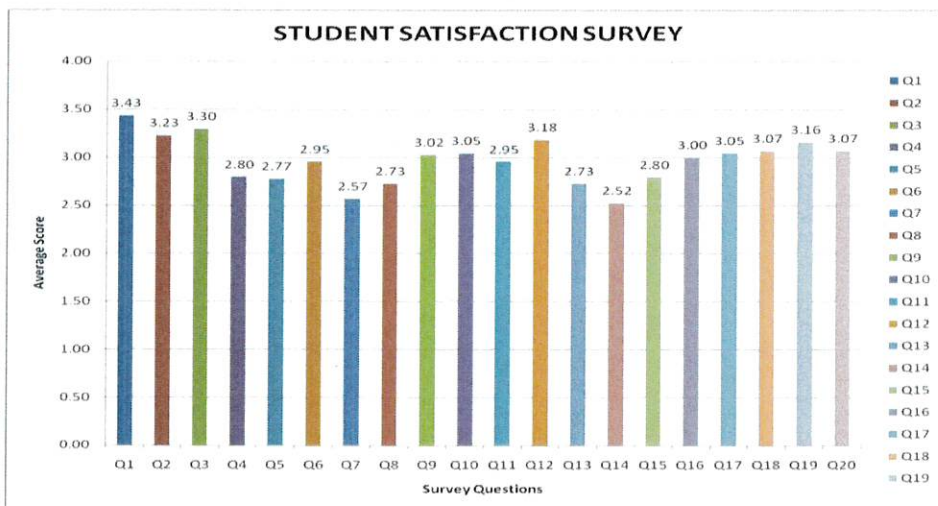
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**Commerce**

**OVERALL RESPONSE – UG**



**OVERALL RESPONSE – PG**



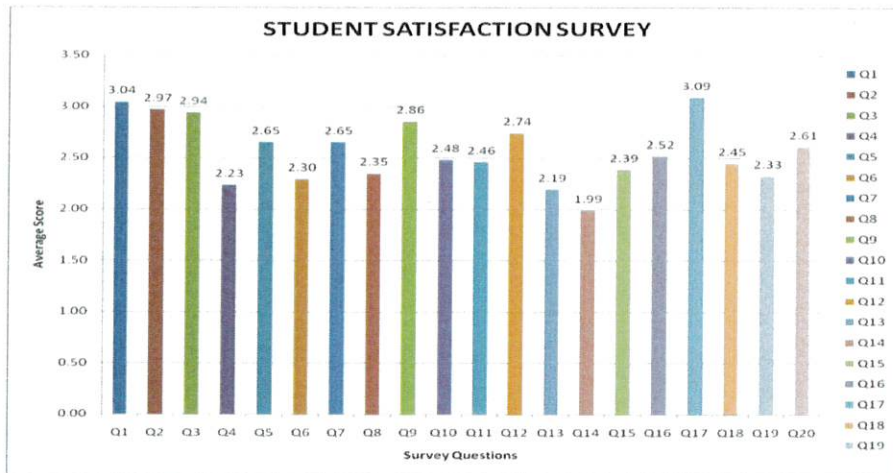
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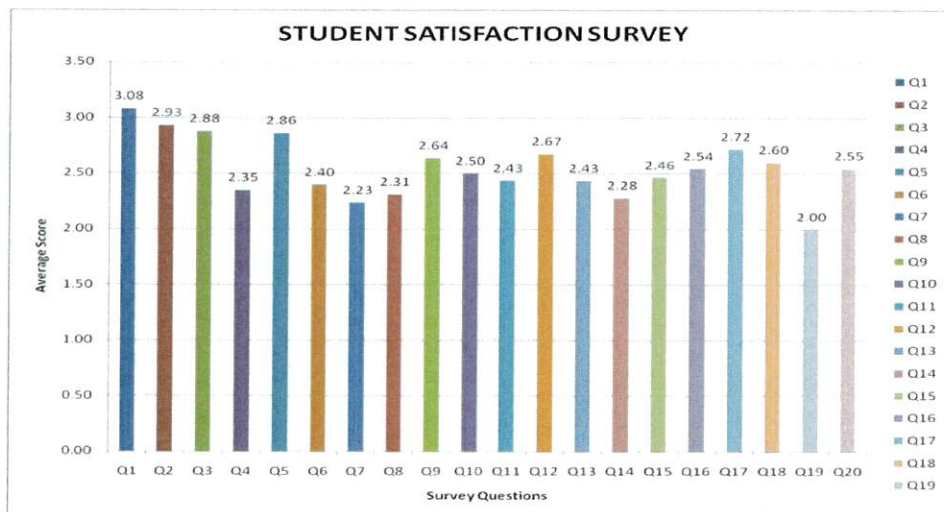
## Commerce (Hons)

### OVERALL RESPONSE – UG



## Computer Science

### OVERALL RESPONSE – UG



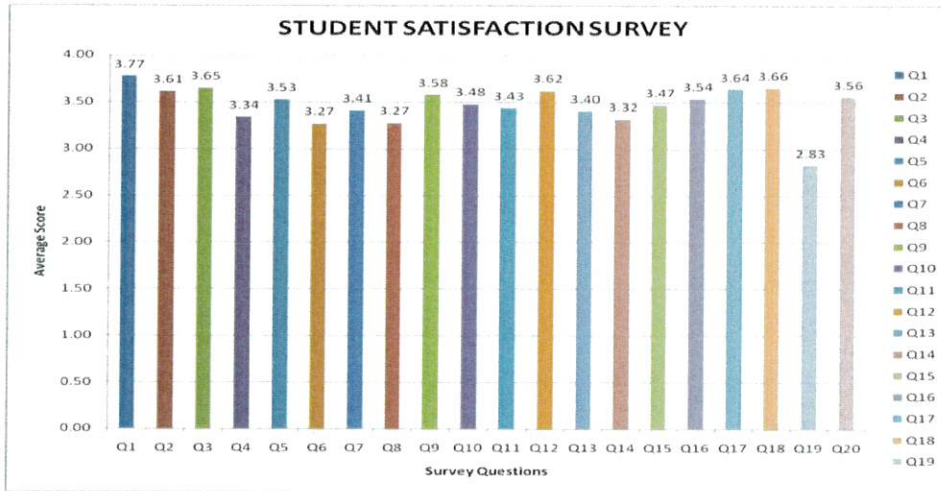
*S. Lottai.*

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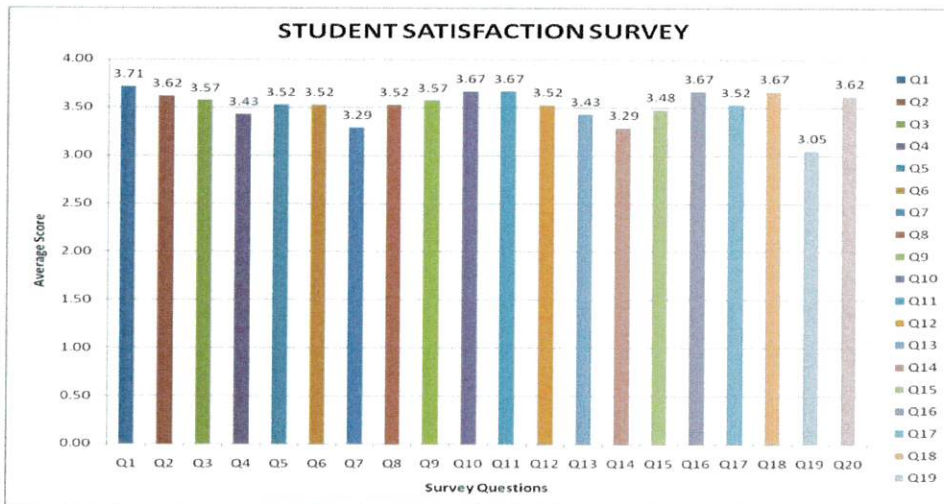
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## Corporate Secretaryship

### OVERALL RESPONSE – UG



### OVERALL RESPONSE – PG



*S. Uthai.*

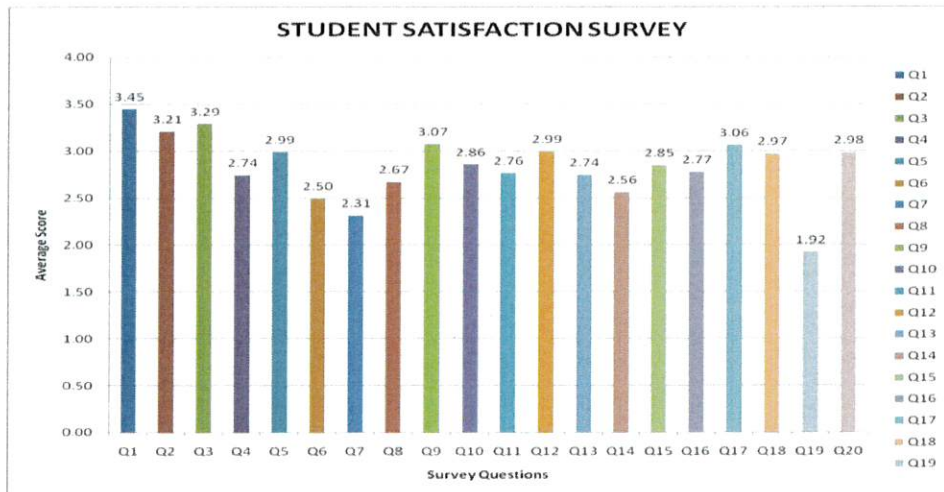
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Chennai - 8



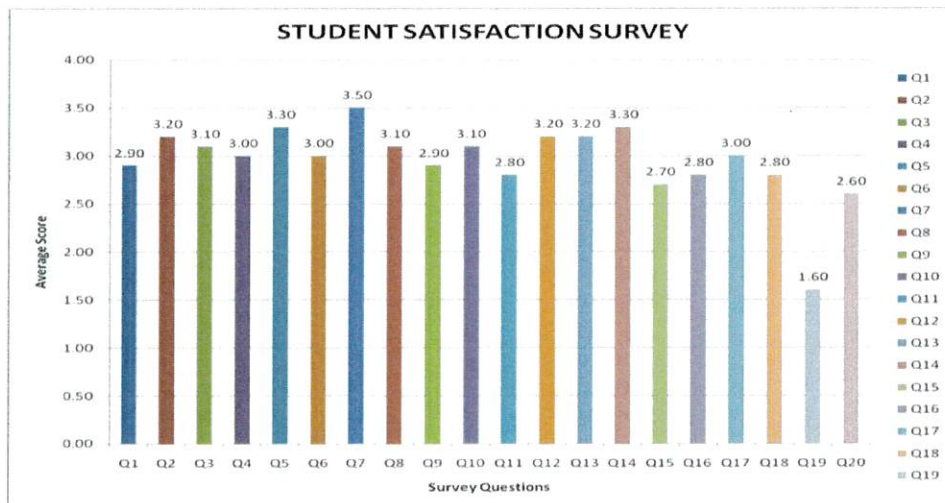
## English

### OVERALL RESPONSE – UG



## Human Rights & Duties Education

### OVERALL RESPONSE – PG



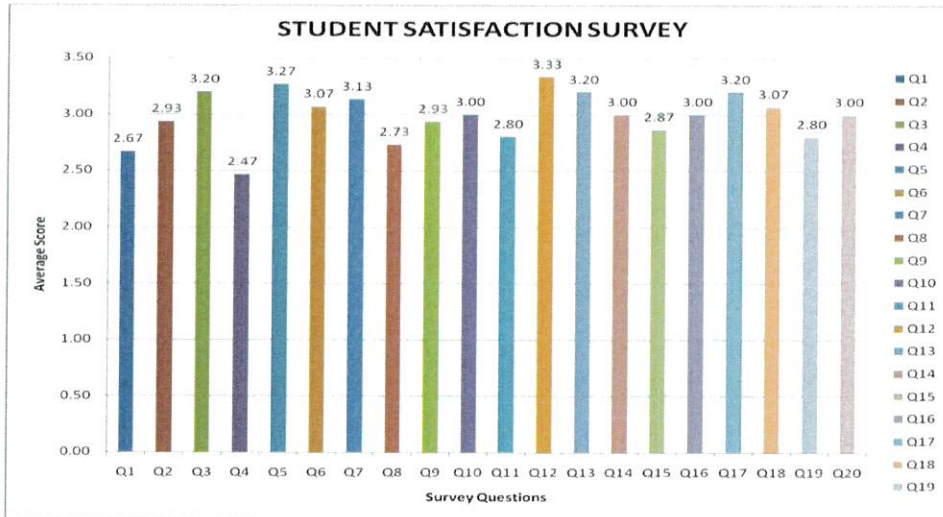
*S. Uthasi*

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Chennai - 8

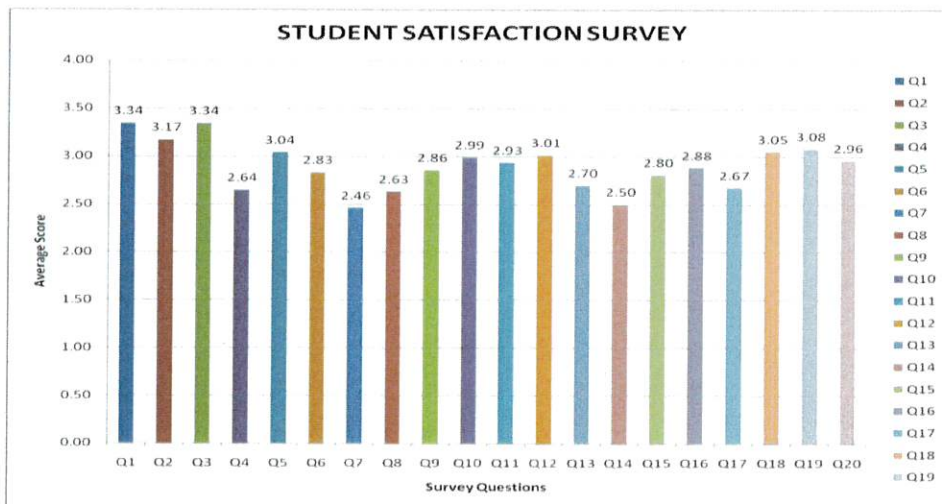
**Journalism & Communication**

**OVERALL RESPONSE – PG**



**Master of Computer Applications**

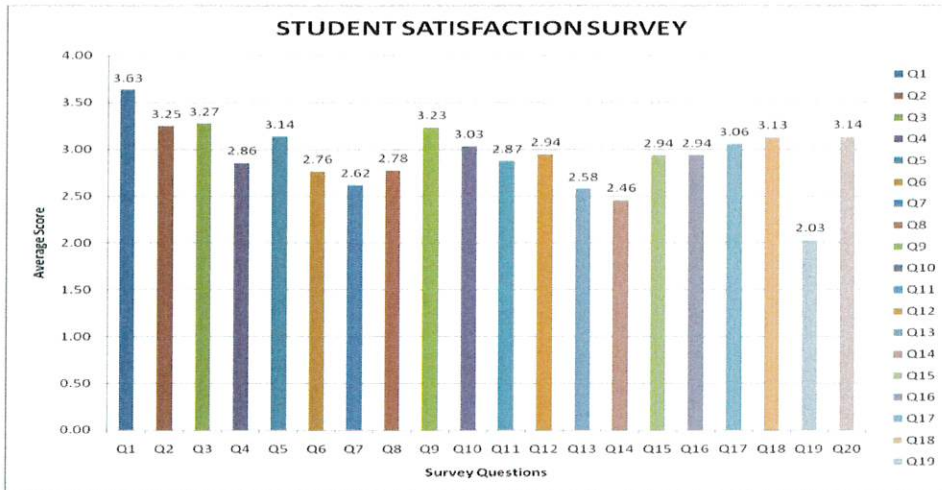
**OVERALL RESPONSE – PG**



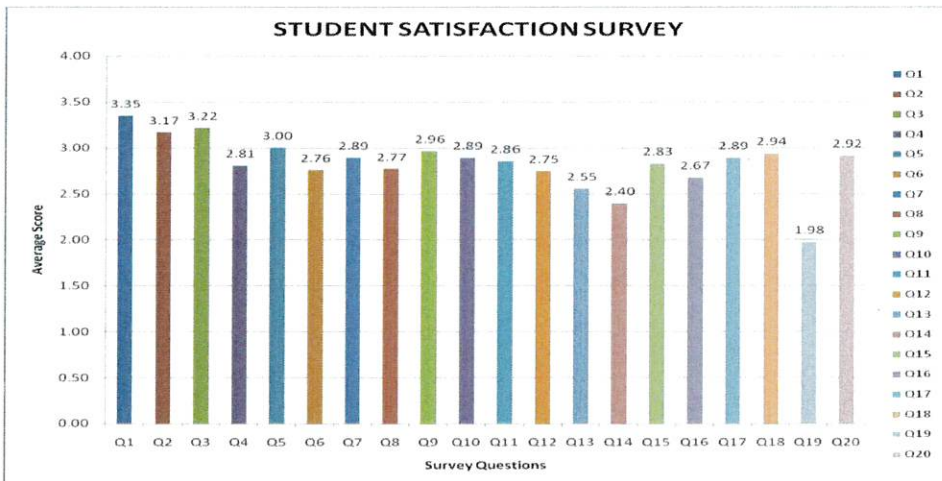
*S. Uthman*  
Principal

## Mathematics

### OVERALL RESPONSE – UG



### OVERALL RESPONSE – PG



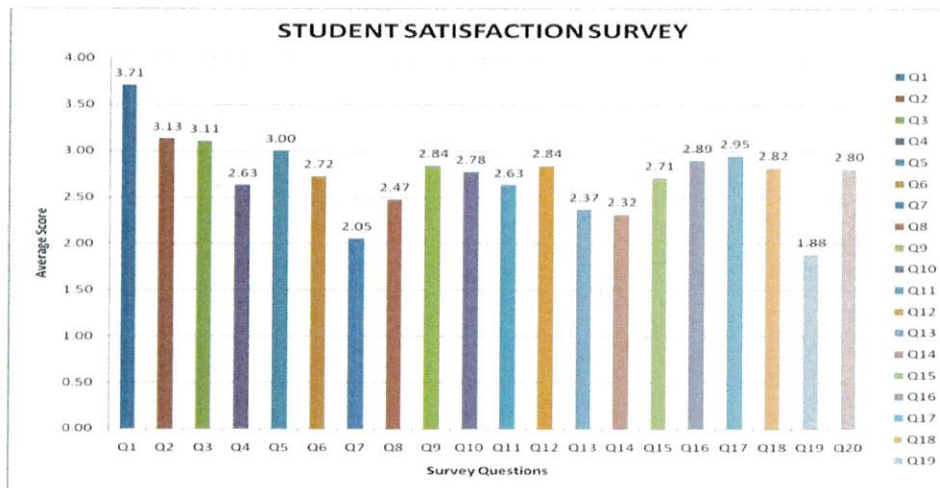
*S. Uthai.*

Principal

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Chennai - 8

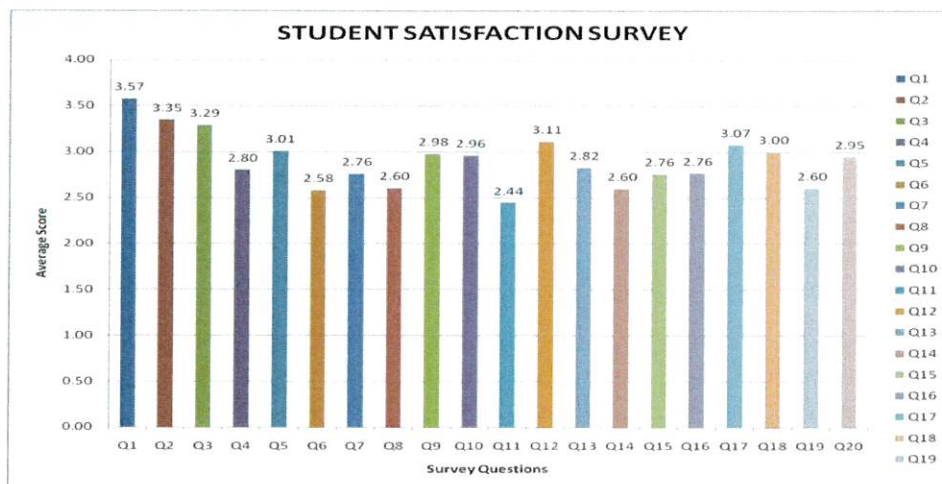
## Maths with Computer Applications

### OVERALL RESPONSE – UG



## Microbiology

### OVERALL RESPONSE – UG



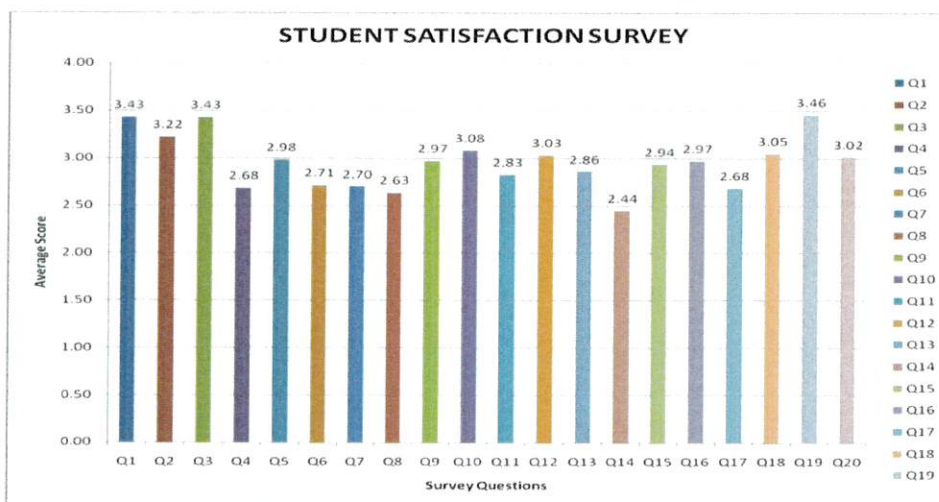
*S. Uthai.*

Principal

ETHIRAJ COLLEGE FOR WOMEN

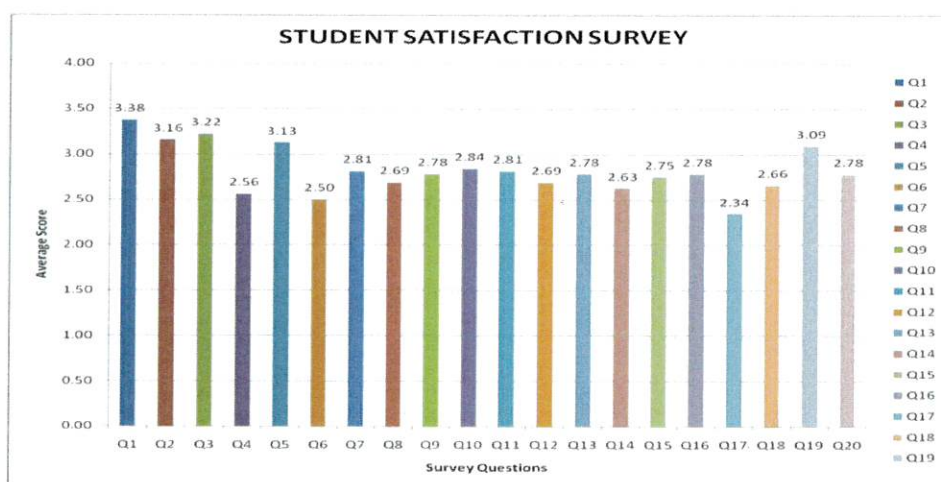
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## OVERALL RESPONSE – PG



## Physics

## OVERALL RESPONSE – PG

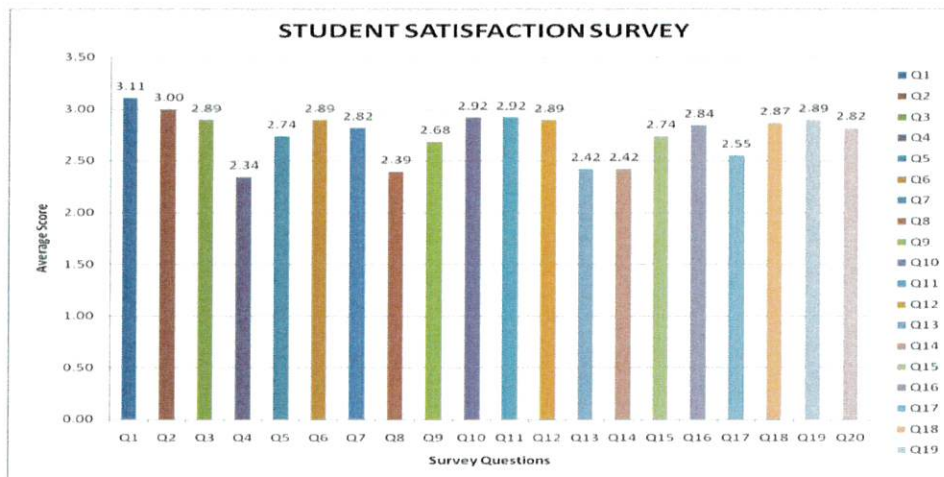


*S. Vignai*  
Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

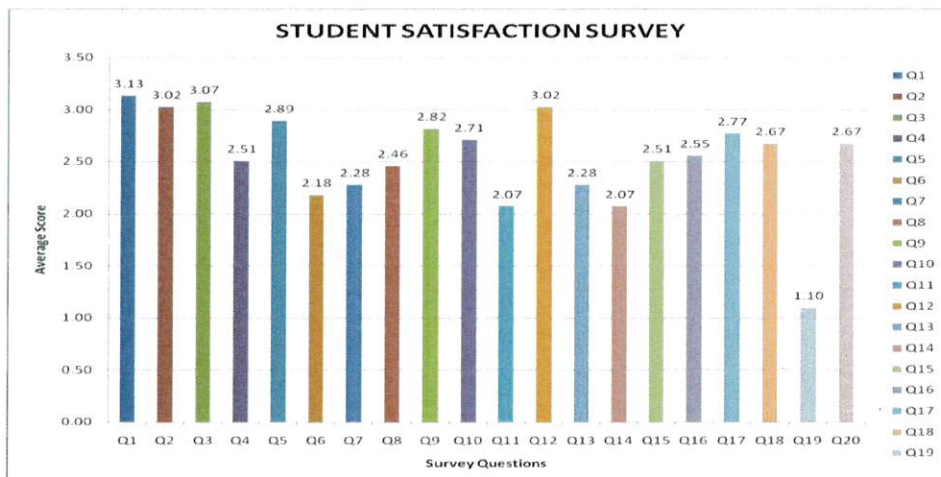
## Plant Biology & Plant Biotechnology

### OVERALL RESPONSE – PG



## Psychology

### OVERALL RESPONSE – UG



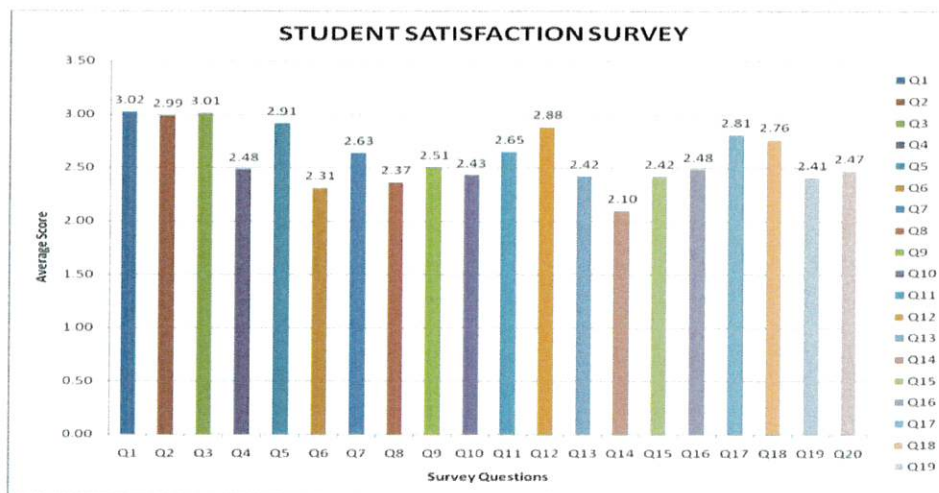
*S. Uthairai*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
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## Visual Communication

### OVERALL RESPONSE – UG



----- Thank You -----

*S. Uthairaj*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

**ETHIRAJ COLLEGE FOR WOMEN (AUTONOMOUS)**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**HIGHLIGHTS OF THE MINUTES OF THE EXTENDED MEETING HELD ON**

**14.02.2019**

At the Extended Meeting of the IQAC held on 14.02.2019 for the academic year 2018-19, the following were some of the suggestions given by the external experts on maintaining and raising the level of excellence of the college:

1. Autonomy could be exploited to its fullest extent in a novel way.
2. Offer MOOC Courses and extra credits can be given, get approval in advance from the University of Madras and the board of studies.
3. International collaborations should be made mandatory, when opting for International courses and twinning programmes, Short term courses abroad (with credits)
4. The credits assigned for the Undergraduate Programmes should be increased.
5. Extra optional credit paper, Self-Study paper could be offered for fast learners.
6. One skill based or job oriented course per department, should be made mandatory and should be approved by Government, Academics, Board, Council and BOS.
7. To start incubation and start up centres keeping in mind the NAAC criterion on Research and Innovation.
8. Students undergoing Internship programmes offered by the Jawaharlal Nehru Centre for Advanced studies & Research, Bangalore should be given extra credits.
9. Students should concentrate on various internship programmes offered by the Ministry.
10. Funding from TANSCHER, ICSSR, ICMR and DRDO should be identified and tapped as alternatives for UGC funding.
11. CSR funds and MOU from industrial sectors available to be utilized.
12. Publications in indexed, Scopus and Web of Science should be improved. Each faculty must have at least one paper publication in a Scopus journal.
13. The Programme Outcome, Programme Specific Outcome and Course outcome of the curriculum should be uploaded on the website.
14. Alumni associations should be registered.

*S. Uthairaj*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8



## **ACTION TAKEN REPORT**

Most of the suggestions given by the committee have been implemented by the departments either partially or fully.

1. During the curriculum revision, 2019-20, 55 new courses were introduced and course content was updated. All the business studies programmes and Economics have introduced a Unit on GST
2. OBE has been adopted across all programmes of the college. IQAC organized a Workshop on OBE on 29 th July 2019. The Syllabus with the Programme Outcome, Programme Specific Outcome and Course outcome is available on the college website.
3. Extra credits are given to students completing courses on Swayam and NPTEL.
4. MOOC is offered to advanced learners to help earn an extra credit. In the forthcoming curriculum revision incorporation of MOOCs is planned in alignment with TANSCHÉ and UGC Guidelines. Extra credits are given to students completing courses on Swayam and NPTEL. 2280 students registered for SWAYAM NPTEL in 2019.
5. Self-study Electives have been introduced for advanced learners. Students have been doing internships at Jawaharlal Nehru Center for Advanced studies & Research, Bangalore and our student has won the opportunity to go to NASA.
6. 18 Value added courses of more than 30 hours duration each were offered during the academic year 2019-2020
7. IQAC organized workshops and training for faculty for LMS and OERs. An LMS on the Moodle platform has been customized for Ethiraj College and will be made available to student use shortly. Teachers have been adding content to the Learning Management System to complement their teaching. Flipped and blended pedagogy are used by faculty.
8. Following Centres were inaugurated to enhance Research and Innovation in College on 2nd March , 2019

*S. Uthai .*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

- IPR cell, Incubation cell, Research and Consultancy cell, Corporate Training Cell, Student Development cell, Institutional social responsibility cell
  - Incubation cell signed a LOC with BYST for mentorship programme by experts to students and faculty and a separate room with basic facilities is available for incubates.
9. The IPR workshop was organised by the students' union for the students and the IQAC for the faculty and the research scholars.
10. In 2019, the following students were selected under American Transfer Programme to Concordia University:
- Archana Suresh
  - Vaishnavi Senthil
  - Mitram Pillai

A Memorandum of Association with Binghamton University, New York has been signed. The Department of Chemistry has signed an MoU with an NGO GO4GURU, which is an educational services based organization, HQ at Virginia. Ms Shalini Palani has won a free trip to NASA.

11. Faculty were encouraged to apply for more Projects by tapping private institutions and organizations offering such projects as ICMR, DRDO, TANSICHE, ICSSR and ICMR as alternatives for UGC funding. Workshops, Seminars and conferences were organized by funds from ICMR, TNSCST, TANSICHE, DST by the departments and the IQAC.
- Dr. Sudha Parimalam received a project from TNSCST, 2019-2020
- DBT Star College Scheme Task force meeting was attended 2020
12. IQAC organised workshops to familiarise all stakeholders with NAAC. Management meetings with Faculty, Students and Non Teaching staff was organised reflecting the impetus towards a participative management. Annual Students Satisfaction Survey has been organised and the analysis reports has been shared
13. The syllabus with Programme Outcome and Course Outcome is available on the college Website.
14. The Alumni association of Ethiraj College has been registered.

*S. Venkatesh*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

15. The IQAC in fulfilling its role and responsibilities as a catalyst for improvement and development of the college has participated in the preparation of the Charter for Ethiraj College with an Action Plan.

S. Uthairaj,

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

**ETHIRAJ COLLEGE FOR WOMEN (AUTONOMOUS)**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**HIGHLIGHTS OF THE MINUTES OF THE EXTENDED MEETING**

**11.09.2020**

At the Extended Meeting of the IQAC held on 11.09.2020 for the academic year 2019-20, the following were some of the suggestions given by the external experts on maintaining and raising the level of excellence of the college:

1. Equip teachers to provide quality online education during the pandemic.
2. Collect feedback on Online Teaching.
3. Increase the number of smart classrooms for blended learning after the lockdown.
4. Steps to be taken to include Department Research journals into the UGC CARE List of Journals.
5. Establish a centralised documentation centre to update the activities of the College periodically to make the NAAC process hassle-free and effective.

**ACTION TAKEN REPORT**

Most of the suggestions given by the committee have been implemented by the departments either partially or fully.

1. Faculty members were trained in pedagogy and communications tools to equip them for online and blended classes. Webinars and online workshops were organised by individual departments during May 2020 onwards to prepare for the pandemic. IQAC organised 2 workshops in July 2020. LMS for the college is set up. Faculty training for three batches has been completed and other teachers will be trained for launching LMS in October 2021.
2. A survey was organised by the IQAC to understand student's perception of learning online and students' access to technological devices outside of the classroom. The survey results were collected and measures were taken to address student requirements.
3. A separate section on online teaching is included in the Student's Satisfaction Survey 2020-21 by the IQAC. The results are being analysed.
4. Department publishing research journals are taking steps to be listed under the UGC CARE List of Journals.
5. ERP modules on Payroll, Student and Faculty profile are being added to the existing examinations, admissions, and library automation modules.

*S. Uthairaj*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8

**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**

**Chennai – 600 008**

*Affiliated to the University of Madras*

*College with Potential for Excellence*

*Reaccredited with A Grade by NAAC*



### **DVV-6.5.3. Quality Assurance Initiatives of the Institution**

**Supporting documents pertaining to NIRF (along  
with link to the HEI's ranking in the NIRF portal)**

# ETHIRAJ COLLEGE FOR WOMEN (Autonomous)

Chennai – 600 008

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## National Institutional Ranking Framework

### 2017

Institute ID	Name	City	State	Score	Rank
R17-COLL-1-15094	Ethiraj College for Women <a href="#">More Details</a> 	Chennai	Tamil Nadu	52.85	16

[IR17-COLL-1-15094.pdf \(nirfindia.org\)](#)

### 2018

Institute ID	Name	City	State	Score	Rank
R-1-C-C-C-43902	Ethiraj College for Women <a href="#">More Details</a>  	Chennai	Tamil Nadu	52.92	38

[IR-1-C-C-C-43902.pdf \(nirfindia.org\)](#)

### 2019

Institute ID	Name	City	State	Score	Rank
IR-C-C-43902	Ethiraj College for Women <a href="#">More Details</a>  	Chennai	Tamil Nadu	55.30	36

[IR-C-C-43902.pdf \(nirfindia.org\)](#)

### 2020

Institute ID	Name	City	State	Score	Rank
IR-C-C-43902	Ethiraj College for Women <a href="#">More Details</a>  	Chennai	Tamil Nadu	55.76	46

[IR-C-C-43902.pdf \(nirfindia.org\)](#)

### 2021

Institute ID	Name	City	State	Score	Rank
IR-C-C-43902	Ethiraj College for Women	Chennai	Tamil Nadu	54.77	51

*S. Kolthai*  
Principal

**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**

**Chennai – 600 008**

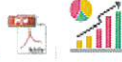
*Affiliated to the University of Madras*

*College with Potential for Excellence*

*Reaccredited with A Grade by NAAC*



More Details



[IR-C-C-43902.pdf \(nirfindia.org\)](https://nirfindia.org/IR-C-C-43902.pdf)

*S. Kothai.*

Principal

ETHIRAJ COLLEGE FOR WOMEN

Chennai - 8



Ministry of Education  
Government of India



# Certificate

## NATIONAL INSTITUTIONAL RANKING FRAMEWORK

INDIA RANKINGS 2021

**Ethiraj College for Women, Chennai  
Ranked 51 in Colleges Category**

CHAIRMAN, NBA

MEMBER SECRETARY, NBA

*S. Kothai.*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8





Government of India  
Ministry of Human Resource Development



*Certificate*

**NATIONAL INSTITUTIONAL RANKING FRAMEWORK**

**INDIA RANKINGS 2020**

**Ethiraj College for Women, Chennai**

**Ranked 46 in College Category**

*K. S. S. S.*

CHAIRMAN, NBA

*A. S. S.*

MEMBER SECRETARY, NBA

*S. Kotraai*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8



National Institutional Ranking Framework  
Ministry of Education  
Government of India

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College

Rank-band: 101-150 | Rank-band 151-200

Show 100 entries

Search eth

Institute ID	Name	City	State	Score	Rank
IR-C-C-43902	Ethiraj College for Women <a href="#">More Details</a>	Chennai	Tamil Nadu	55.30	36
IR-C-C-11991	Bethune College <a href="#">More Details</a>	Kolkata	West Bengal	52.91	50

Showing 1 to 2 of 2 entries (filtered from 100 total entries)

Previous 1 Next

S. K. K. K.  
Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8



Government of India  
Ministry of Human Resource Development



## India Rankings 2018

(National Institutional Ranking Framework)

Ethiraj College for Women, Chennai

ranked 38 in College Category

  
CHAIRMAN, NBA

  
MEMBER SECRETARY, NBA

*S. Kotraai*  
Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8



Ministry of Human Resource Development  
Government of India

**nirf**

National Institutional Ranking Framework  
India Rankings 2017

Ethiraj College for Women, Chennai

ranked 16 in College Category

CHAIRMAN, NBA

MEMBER SECRETARY, NBA

*S. Kothai*

Principal

ETHIRAJ COLLEGE FOR WOMEN  
Chennai - 8