



Auxilium College (AUTONOMOUS)

(Accredited by NAAC with A* Grade with a CGPA of 3.55 out of 4 in the 3rd Cycle)

Gandhi Nagar, Vellore - 632 006,
Tamil Nadu, South India.

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Internal Quality Assurance Cell (IQAC)

Meeting 12

Date : 05 April 2022

Time: 11.00 am

Venue: IQAC Room

Agenda:

- Discussions on SSR templates, Extended profile, Department details.
- Meeting for DSQC members
- AQAR template for 2021-2022.
- Workshop on April 7th for Administrative staff.
- Instruction for document submission.
- Register submission by the IQAC and ASQC members.
- Planning for International Biodiversity Day Celebration (IBDC '22)

Minutes of the Meeting:

- The coordinator congratulated the IQAC members for the support they rendered towards AQAR submission.
- Discussions were made on distributing the SSR templates, Extended profile, Department details for departments were discussed. The last date to submit the details by department was decided as 30.08.2022.
- The seven criteria's were allotted to the IQAC members.
- A meeting was planned for DSQC members regarding SSR preparation on 01.06.2022 at 12.30pm.
- All the IQAC members were asked to see the NAAC website regularly for the updates.
- The AQAR template of 2021-2022 will be posted to the departments in the month of September.
- On April 7th Administrative staff will have a workshop from 10.30am to 12.30pm.



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- The coordinator suggested to have one administrative staff in-charge to collect all the details related with office.
- When document in pdf with more than 3 pages is submitted, the document must be assigned page number, the first page must have logo and college name, last page must have the signature of the authorities.
- The IQAC and ASQC members were asked to submit their registers before 18.04.2022.
- The members were asked to check the college website for addition of information.
- The IQAC is planning to organize International Biodiversity Day Celebration (IBDC '22) on 21.05.2022 to commemorate the UN theme 'Biodiversity'. The following competitions were planned to be organised. Video making, on the topic Local biodiversity / We are part of the solution / Our solution are in Nature, Poster presentation competition on the topic Nature / local biodiversity, Quiz on the topic Biodiversity, Painting Competition on the topic Ecosystem, Poem writing competition on the topic Our Biodiversity and exhibit on the topic 3 R / Sustainable management of resources - Traditional methods. Also, the regulations for all the competitions were discussed and framed.
- The in-charges for various competitions and activities were allotted for the members.

Members Present

1. Dr. Mary Agnes A. (IQAC Coordinator)
2. Dr. Mary Gabriel I. —
3. Dr. Abi Beaulah G.
4. Dr. Ganga V.
5. Ms. Devanayagi A. —
6. Dr. Anitha T.
7. Ms. Shree Rekha N.
8. Dr. Gayathiri R.
9. Ms. Anitha S.

Signature of the Principal

PRINCIPAL
AUXILIUM COLLEGE (Autonomous)
Gandhi Nagar, Vellore - 632 006,
Vellore District, Tamil Nadu.