

**WOMEN'S CHRISTIAN COLLEGE  
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Minutes of the meeting held on **Friday, August 30<sup>th</sup>, 2019** at 12:30 p.m in the Marjorie Sykes Conference Hall

The meeting of the IQAC, WCC was held on Friday, 30<sup>th</sup> August at 12:30 p.m in the Marjorie Sykes Conference Hall.

**Members Present:**

**Dr Lilian I Jasper – Principal and Chairperson**

**Dr Shoba Leslie – Co-ordinator**

**Faculty Representatives**

**Dr Betsy Selvakumar – Vice-Principal**

**Ms Preeti Anand–Dean- Shift II**

**Deans of Academic Affairs**

**Dr Vanitha Williams – Shift I**

**Dr Ramalachume – Shift II**

**Deans of Research**

**Dr Banani Mukhopadhyay – Shift I**

**Dr Anita R J Singh – Shift II**

**Dean, Centre for Women's Studies**

**Ms Titty Elizabeth Philips**

**Dean, Centre for Environmental Studies**

**Dr Sherrie Jesulyn David**

**Staff Representatives for Extension Activities**

**Ms Sweetlyn Moses – Shift I**

**Dr Ethen Malar J – Shift II**

**Other Faculty representatives**

**Ms Mary Ivy Deepa**

**Dr Jeba Jesintha**

**Dr Preeti Mehta**

**Student Representatives**

**Ms Grace Santhosh**

**Ms Elza Mariam John**

The meeting commenced with prayer by the Dean of Academic Affairs, Dr Vanitha Williams.

An apology of absence was received from Dr Veena Easvaradoss.

The IQAC Coordinator, Dr Shoba Leslie said that the minutes of the meeting held on Thursday, 25<sup>th</sup> April, 2019 had been circulated through e-mail and asked members if there were any changes to be made. It was confirmed after approval by the members.

The Principal Dr Lilian I Jasper in her address to the IQAC members said that analyses of the outcome process of NAAC accreditation have been made to adopt strategies to stimulate our institution to strive towards higher levels of quality and efficiency.

### **Planning for 2019-2020**

The IQAC Coordinator said that this meeting has been called to discuss plans for the academic year 2019-2020. She also stated that greater emphasis would be placed on the metrics opted out while submitting the NAAC Self-Study Report and the recommendations provided by the NAAC peer team during its Accreditation in July 2019.

Implementation of revised curriculum based on Learning Outcomes with the aim to enhance the employability and life skills of the graduates and also to develop course specific assessment and evaluation methods in accordance to the specified course outcomes. To introduce more value added certificate courses and Vocational Education Training (VET) courses. Thirty four value add-on certificate courses have been planned by the various Departments, Centres and Cells to be conducted during this academic year.

Enhance the usage of ICT (hardware and Software) in Teaching-Learning and Evaluation process. Departments to encourage students for the usage of Online Digital Repositories for their learning process. To make mandatory one CIA component of all courses to have Online assessment. To identify Government recognized bodies that awards faculty for their contribution to Higher Education and thereby encourage faculty to apply.

Plans for Research, Innovation and Consultancy include encouraging more teachers to be recognized as research guides, integrating research output with community well-being, increasing the revenue generated from consultancy and corporate training by strengthening the Institution –Industry interface. Innovation and Incubation centres to encourage and support student innovations through mentoring, guidance in patenting by exposing them to new ideas and foster entrepreneurial skills.

To strengthen Extension activities/Outreach programmes in the neighbourhood community and adopted villages by increasing linkages and collaborations with the Industry/NGOs/Government.

Plans for Infrastructure and Learning resources include adopting a scheme to enhance the usage of library by faculty and students, encouraging development of e-content/online courseware by faculty for the courses taught, enhance facilities in classrooms to aid ICT teaching and learning and standardizing procedures for the usage of laboratories on campus.

To adopt a mechanism to strengthen the students' Grievance Redressal, to formalize the conduct of remedial coaching and to conduct bridge courses for newly admitted students are the plans to enhance student support and progression.

Number of Workshops/Seminars/Conferences/Faculty Development programs to be conducted during this academic year:

Workshops/Seminars	- 47
Faculty Development Programs	-16
Conferences	- 9 (Regional – 1, National-5, International -3)

#### **Suggestions from members**

The Principal Dr. Lilian I. Jasper stated that it is mandatory as per the directive from the UGC to revise our curriculum based on the desired program and course outcomes and that these outcomes need to be based on knowledge, values, attitudes, employability and specific skills such as **Communication and presentation Skills, Team work, Analytical reasoning, Problem solving, Time Management** etc. The IQAC coordinator said that to create awareness among faculty members about the proposed curriculum reforms, a FDP on "Learning Outcome based Curriculum Framework" will be conducted.

As the overall percentage of students enrolled for value-added courses is significantly less, the IQAC coordinator suggested that the departments need to encourage more students to enroll as it better prepares them to meet the industry demands as well as develop their own life skills. To enhance the usage of ICT for teaching-learning process, Ms. Mary Ivy Deepa agreed to conduct a FDP to create awareness on the usage of ICT for classroom teaching. Dr. Vanitha Williams and Dr. Betsy Selvakumar suggested that mandatory on-line assessments for CA can be implemented from the next academic year.

To integrate research output with community well being, the Principal presented a case study as to how the data collected from a tribal community by her had been compiled to analyze and thereby find solutions to improve their quality of life and the results of the findings were presented at an international conference in Taiwan.

Ms. Sweetlyn Moses stated that a number of extension and outreach programs in collaboration with industry and NGOs have been conducted. However, the Principal emphasized the need for Extension activities to be reviewed and evaluated to measure the impact of the program conducted. She further stated that an extensive study needs to be undertaken prior to and after the program based on responses and feedbacks that would provide an indication of the significant changes brought about in the local community and the society at large.

The IQAC coordinator informed the members that the Institution Innovation cell, an MHRD's initiative established with a purpose to systematically foster the culture of Innovation has been initiated in August 2019 and this cell is functional and aims to identify the innovative potential and support entrepreneurship amongst students.

To encourage usage of our college library by the students, a suggestion by the members were made to set the minimum number of library utilization hours for each student as an essential requirement for each semester. The Dean, Centre for Women's Studies Ms. Titty Elizabeth Philips, reported that consultancy training programs were conducted for faculties of various schools and colleges in Chennai on "Student Centered Learning: A Paradigm Shift in Education" and that resources have been mobilized.

Dr. Sherrie Jesulyn David, Dean of Environmental studies reported the following:

- i) A guest lecture has been organized to celebrate World Environment Day 2019 on 26th June 2019
- ii) One-day workshop (FDP) - Making EVS relevant to Today Learners - 28th August 2019.
- iii) A Community Garden has been initiated on Campus in August 2019.

She had also proposed to initiate Solid waste management, installing leaf composter and Butterfly Garden on campus and celebrate World Wildlife Week 2019 in October.

In business arising, the IQAC coordinator stated that other non-accredited as well as institutions aspiring to go for the accreditation process in subsequent cycles have requested guidance regarding the data required while submitting the NAAC self-study report and that the NAAC core team members would be involved in this process.

As there was no other business the meeting was adjourned



**IQAC Coordinator**  
**Dr Shoba Leslie**



**Chairperson**  
**Principal & Secretary**  
**Dr Lilian I Jasper**



**WOMEN'S CHRISTIAN COLLEGE  
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Minutes of the meeting held on **Wednesday, November 20<sup>th</sup>, 2019** at 9:00 a.m in the  
Marjorie Sykes Conference Hall

The meeting of the IQAC, WCC was held on Wednesday, 20<sup>th</sup> November at 9:00 a.m in the  
Marjorie Sykes Conference Hall.

**Members Present:**

Dr Lilian I Jasper – **Principal and Chairperson**

Dr Shoba Leslie – **Co-ordinator**

**State Govt. Representative**

Ms Pearline Roopkumar

**Management Representative**

Ms. Lita Srinivasan

**Industry Expert**

Mr. Srinath Narayan, TCS

**Alumnae**

Dr Mary Pearl

Dr Jannet Jeyasingh

**Faculty Representatives**

Dr Betsy Selvakumar – **Vice-Principal**

**Deans of Academic Affairs**

Dr Vanitha Williams – Shift I

Dr Ramalachume – Shift II

**Dean of Research**

Dr Banani Mukhopadhyay – Shift I

**Dean, Centre for Women's Studies**

Ms Titty Elizabeth Philips

**Dean, Centre for Environmental Studies**

Dr Sherrie Jesulyn David

**Staff Representatives for Extension Activities**

Ms Sweetlyn Moses – Shift I

Dr Ethen Malar J – Shift II

**Other Faculty representatives**

Dr Veena Easvaradoss

Ms Mary Ivy Deepa

Dr Jeba Jesintha

Dr Preeti Mehta

Dr J Margaret Marie

## **Student Representatives**

Ms Grace Santhosh  
Ms Elza Mariam John

The meeting commenced with prayer by Dr Veena Easvaradoss.

Apologies for absence were received from Mr Vikram Reddi, Ms Preeti Anand and Dr Anita R J Singh.

### **Welcome**

The Principal Dr Lilian I Jasper welcomed the IQAC members and introduced the external members. She also briefed the members about the institutional NAAC accreditation process that the college went through in July and said that the focus and plans for this academic year have been based on the outcome of the assessment.

### **Minutes of the previous meeting**

The minutes of the previous meeting held on August 30<sup>th</sup>, 2019 was circulated. It was approved and passed.

### **Business of the Day**

The IQAC Coordinator Dr Shoba Leslie apprised the Plan of Action for the academic year and also presented a review of the activities.

- **Curricular Aspect**

To implement Learning Outcomes based Curriculum Framework and to develop subject/course specific assessment and evaluation methods based on learning outcomes an FDP on "**Simplified Pathway to Outcome Based Education**" was conducted to create awareness among teaching faculty.

To enhance students' knowledge and skills in their field of study, thirty four value add-on certificate courses based on current trends, relevance and value in the job-market have been planned and are in progress by the various departments, centres and cells. Thirty one workshops have been conducted by the various departments.

A new programme has been introduced this academic year: **MA International Studies**

- **Teaching -Learning**

To enhance the usage of ICT tools in teaching-learning and evaluation process, the students are encouraged to use more of the online repositories such as **E- PG Pathshala, MOOCs - SWAYAM, National Digital Library (NDL)** for assignments, presentations and review works. To implement mandatory On-line assessments for CIA, Faculty Development Programs have been conducted on the usage of **Google forms and Google Classroom** as an effective tool for the evaluation process. Ms. Mary Ivy Deepa mentioned that 33 faculty members from Shift I and Shift II attended the FDP on **Google Classroom**.



During this academic year, **1368 students** from various departments had registered for NPTEL On-line courses. **79 students** received certifications for the exams conducted by NPTEL in October (Toppers-2, Elite-24, Elite + Silver -8)

- **Research, Innovation and Consultancy**

To promote better research culture in the institution, initiatives are being taken to involve students in research-based projects and also integrate research output with community well being. Revenue generated from consultancy and corporate training will be increased by strengthening the Institution – Industry interface. CST Department has been recognized as a research department.

Dr. Margaret Marie reported the activities planned and executed by the Innovation and Incubation Cell that aimed to support student innovations through mentoring, providing guidance in patenting by exposing them to new ideas and also to foster entrepreneurial skills.

Ms Titty Elizabeth Philips, mentioned that a training programme for the faculty of various schools and colleges in and around Chennai was conducted on the topic "**Student Centered Learning: A Paradigm Shift in Education**" and the total revenue generated from this consultancy is **Rs. 22,800/-**.

- **Extension activities**

The PG Department of Commerce has enrolled as participating institute for a village adoption programme, "**Unnat Bharat Abhiyan**" sponsored by MHRD. The department has adopted 5 villages, Alancheri, Maruthuvambadi, Keezhakandai, Morapur and Vadapathi in Kanchipuram District. The objective of this project is to find out the needs of villages and thereby create awareness on the rural development programmes sponsored by the state and central government.

Ms. Sweetlyn Moses reported that the National Service Scheme, Youth Red Cross, UNHCR are some of the government agencies under whose banner outreach programs are being organized. Private NGOs such as Agaram Foundation, Eco Society of India, Thozhan, Rotary Club, Dignity Foundation, Dean Foundation collaborate with the extension activities' clubs and help channelize students' aptitudes in the direction of social work.

- **Centre for Environmental Studies**

Dr Sherrie Jesulyn David presented the events and activities organized by the centre that includes, guest lecturers to celebrate World Environment Day and World Wildlife Week, a One-day workshop (FDP) on the topic **Making EVS relevant to Today's Learners**, development of **Butterfly and Community Gardens** on Campus. She also stated that a State Level Intercollegiate Quiz EnviroQuest'20 will be conducted in January 2020 and a certificate course in Solid Waste Management will be offered.

### **Suggestions and Recommendations**

To enhance the revenue generated through consultancy, Mr. Srinath Narayan and Ms. Lita Srinivasan suggested that the expertise of the Department of Psychology in the area of counseling could be utilized to support the adolescence and youth in schools. Ms Titty

Philips mentioned that employees in the corporate sector are also in need of psychological support and hence they could also be considered as clients for counseling. Mr. Srinath Narayan proposed that some agreement could be formulated between WCC and TCS in consultation with the company's HR Head to provide counseling and psychological support to women employees of TCS by WCC.

Ms. Lita Srinivasan suggested that, as the demand for English language teaching is on the rise, students could be roped in to offer assistance and thereby gain experience. She suggested that revenue could be generated through international NGOs and also through organizations' Corporate Social Responsibility (CSR) activities. The Principal said that the Department of English earlier had initiated a programme titled "English for Housewives" that was later dropped.

Dr. Mary Pearl insisted on the display of SOPs in all the laboratories and also suggested that a training programme for faculty be organized on the modalities of drafting SOPs. The Principal agreed to the suggestion and further added that common facilities such as the central instrumentation centre should have prominently displayed SOPs as well.

The Principal insisted that atleast two publications from every department in refereed journals have to be made mandatory to enhance the research culture in the institution since we have had fewer publications in the recent past. She further indicated that if the projects carried out by the students at the departments could create a publishable output, then there would be a phenomenal increase in the number of the publications.

The Principal requested the alumni members to spread the word about WCC archives so as to enable them to make contributions to it by sharing their photographs taken at WCC. She also briefed on the infrastructure and facilities added to the campus. They include restrooms for students near the Science and Mason blocks, Indoor Sports Facility, Rain water harvesting, enhanced recreational and Wi-Fi facilities in the hostels.

The IQAC coordinator reported that four institutions, The Justice Basheer Ahmed Sayeed College for Women, Kings Engineering College, Patrician College of Arts and Science and the Quaid-E-Millath Government College for Women have been provided guidance by the members of our NAAC core team regarding the data required for submitting the SSR report

As there was no other business the meeting was adjourned.



**IQAC Coordinator**  
**Dr Shoba Leslie**



**Chairperson**  
**Principal & Secretary**  
**Dr Lilian I Jasper**

**WOMEN'S CHRISTIAN COLLEGE  
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Minutes of the meeting held on **Wednesday, 26<sup>th</sup> February, 2020** at 12:30 p.m in  
the Marjorie Skyes Conference Hall

The meeting of the IQAC, WCC was held on **Wednesday, 26<sup>th</sup> February, 2020** at  
12:30 p.m in the Marjorie Skyes Conference Hall.

**Members Present:**

**Dr Shoba Leslie – Co-ordinator**

**Internal Members**

**Ms Preeti Anand–Dean- Shift II**

**Deans of Academic Affairs**

**Dr Vanitha Williams – Shift I**

**Dr Ramalachume – Shift II**

**Deans of Research**

**Dr Banani Mukhopadhyay – Shift I**

**Dr Anita R J Singh – Shift II**

**Dean, Centre for Women's Studies**

**Ms Titty Elizabeth Philips**

**Dean, Centre for Environmental Studies**

**Dr Sherrie Jesulyn David**

**Staff Representatives for Extension Activities**

**Ms Sweetlyn Moses – Shift I**

**Dr Ethen Malar J – Shift II**

**Other Faculty representatives**

**Ms Mary Ivy Deepa**

**Dr Jeba Jesintha**

**Dr Preeti Mehta**

**Student Representatives**

**Ms Grace Santhosh**

The meeting commenced with prayer by Ms Preeti Anand, Dean-Shift II

Apologies for absence were received from the Principal Dr Lilian I Jasper, Dr Betsy Selvakumar, Dr Veena Easvaradoss and Dr J Margaret Marie.

The minutes of the meeting held on 20<sup>th</sup> November 2019 was circulated by e-mail. It was approved and passed

### **Review and Update of the activities of the plans for 2019-20**

The IQAC coordinator welcomed the members and said that this meeting was called to review and update the activities since November 2019.

Learning Outcomes-Based Curriculum Framework will be adopted by the institution with effect from **2020-21** admitted batches. The curriculum has been framed accordingly and passed in the Boards of Studies by the respective departments. Course Outcomes (COs), Program Outcomes (POs), Program Specific Outcomes (PSOs) have been formulated and mapping of courses with PSOs and POs have been completed for all the programmes. E-content development process has been initiated. The Department of Physics and IQAC organized a FDP on "Digital Image and Video Documentation" in January 2020. Development Programme for Non-teaching faculty was conducted on "Document Preparation in MS Office" in February 2020.

Thirty Nine students had applied for the Research Seed grant provided by the management, out of which 35 students received grants between Rs.1000/- to Rs.5000/- based on the requirements of their project after accessing their proposals. Five project proposals from the PG Department of Biotechnology have been sent to Tamil Nadu State Council for Science and Technology (TNSCST) and Science and Engineering Research Board (SERB) and are awaiting approval.

Innovation and Incubation Cell: E-Store was inaugurated to encourage student Entrepreneurships and is operating with the core objective to inculcate in the students the attributes of buying, selling and marketing of goods. 12 teams represented by 72 students from the departments of Physics, Chemistry, Computer Science, Commerce and BCA participated in the **Idea Submission in Smart India Hackathon 2020**, a national initiative launched by AICTE and MHRD and 7 teams got selected. Dr. M. A. Maluk Mohamed, Cofounder and Vice President, Twin Health Inc., gave a presentation to the students on **Food Habits to Reverse Diabetes** on 22-01-2020

Dr Sherrie Jesulyn David reported that the Course **Environmental Studies** offered for all the BA/B.Sc students was revised and passed in the Board of Studies conducted by the department of Advanced Zoology and Biotechnology. The Butterfly Garden project was initiated in November 2019 and was completed in December 2019. The students from the department of Visual Communication rendered their support in painting the walls of the butterfly garden.

EnviroQuest'20, an inter-collegiate quiz program that focuses on environmental issues was held in collaboration with Neer Inaiyam. Forty- eight teams representing 15 colleges from Chennai, Kancheepuram and Tiruvallur districts participated in the event. An informal talk with Mr. Suresh Manickam, wildlife Enthusiast and amateur photographer was organized on February 7, 2020. A guest lecture on the topic '**Energy Scenario and Conservation**' was conducted on Friday, 21<sup>st</sup> February 2020 with Mr. K Alwin Manohar as the resource person. Dr. Sadhana Rajkumar, a nutritionist-turned-conservationist referred as 'The Sparrow Savior', will be addressing the students on '**Sparrow Conservation**' in **March 2020** as March is being earmarked as the sparrow month. Mrs Sharada Narayanan will be addressing the shift II students on 27<sup>th</sup> February 2020 on the major aspects of **Global Climate Change**.

A number of various proactive initiatives in collaboration with the Government, Industry and NGOs have been carried out by the various extension activity clubs of the institution. The NSS unit conducted a village camp, Eye Camp, Blood Donation camp and training students in government schools in collaboration with government agencies like the NSS and Youth Red Cross. Activities such as offering music therapy and visiting cancer patients, helping the underprivileged in juvenile and shelter homes, assessing issues in slums through detailed study, planting trees in Agaramthen, Tambaram were also organized by the NSS in collaboration with NGOS.

Eco Club focused on initiatives that were directed towards sustaining the ecology such as water conservation, cleaning of lakes and ponds and planting of 200 tree saplings. Five departments of the college visited the WCC Outreach Centre, a balwadi and women's training centre in a slum near Chetpet and engaged the women in the centre with various activities.

### **Suggestions and Recommendations**

Dr Anita Singh, Dean of Research expressed concern that the publication charges of some of the UGC-CARE journals are too high and the list of approved journals also changes frequently. She also stated that most often approval of projects is given if

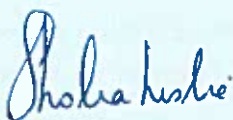
the department has an affiliation with government agencies or organizations. Dr. Shoba Leslie suggested that a Faculty Development Program on writing proposals for funded projects has to be conducted for the teaching faculty by the Centre for Research, as there is a need for the institution to enhance the research culture.

Dr Sherrie Jesulyn David mentioned that the idea behind the butterfly garden project is to attract more native butterflies to our flora rich campus and also to enlighten the students about the Lepidopteran diversity available on campus. She also suggested that every department can undertake one initiative in consultation with the Centre for Environmental Studies to make the campus eco-friendly.

As gender equality can be addressed in various areas such as leadership, cultural change, safety, economic security, health and well-being, Ms. Titty Phillips indicated that departments should conduct at least one gender equity promotion programme/workshop in collaboration with the Centre for Women's Studies, WCC for the benefit of our students.

Dr Shoba Leslie informed that an Internal Academic and Administrative audit will be conducted during the first week of April 2020. She also mentioned that, to provide more clarity on the assessment processes under the Outcome Based Education Framework, a workshop will be conducted in the beginning of the next academic year.

The IQAC Coordinator thanked the members and as there was no other business the meeting was adjourned



**IQAC Coordinator  
Dr Shoba Leslie**



**Chairperson  
Principal & Secretary  
Dr Lilian I Jasper**

**WOMEN'S CHRISTIAN COLLEGE  
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Minutes of the meeting held on **Wednesday, 19<sup>th</sup> August, 2020** at 4:30 p.m via Zoom platform

The meeting of the IQAC, WCC that was earlier scheduled to be held on 24<sup>th</sup> March 2020 was postponed due to Covid-19 lockdown and thereafter was held on **Wednesday, 19<sup>th</sup> August, 2020** at 4:30 pm via Zoom Platform

**Members Present:**

Dr Lilian I Jasper – Principal and Chairperson  
Dr Shoba Leslie – Co-coordinator

**State Govt. Representative**

Ms Pearline Roopkumar

**Alumnae**

Dr Mary Pearl  
Dr Jannet Jeyasingh

**Faculty Representatives**

Ms Preeti Anand–Dean- Shift II

**Deans of Academic Affairs**

Dr Vanitha Williams – Shift I  
Dr Ramalachume – Shift II

**Dean of Research**

Dr Banani Mukhopadhyay – Shift I

**Dean, Centre for Women's Studies**

Ms Titty Elizabeth Philips

**Dean, Centre for Environmental Studies**

Dr Sherrie Jesulyn David

**Staff Representatives for Extension Activities**

Ms Sweetlyn Moses – Shift I  
Dr Ethen Malar J – Shift II

**Other Faculty representatives**

Ms Mary Ivy Deepa  
Dr Jeba Jesintha  
Dr Preeti Mehta  
Dr J. Margaret Marie

The meeting commenced with prayer by Ms Preeti Anand, Dean-Shift II

Apologies for absence were received from Dr Betsy Selvakumar and Dr Veena Easwaradoss.

### **Welcome**

The Principal Dr. Lilian I Jasper welcomed the IQAC members and briefed the members about the challenges the institution had to face during the lockdown period with regard to the change in the modalities of functioning in all aspects and delivering lectures by the faculty members. She also appreciated the faculty members about the ease with which they had adapted to this transition.

### **Minutes of the Previous Meeting**

Minutes of the previous meeting held on 26<sup>th</sup> February 2020 were sent by e-mail. It was approved and passed.

### **Report of action taken on the plans for 2019-20**

The IQAC coordinator presented the action taken report based on the plans set at the beginning of the academic year

<b>Plans for 2019-20</b>	<b>Action Taken</b>
<b>Curricular Aspects</b>	
<ul style="list-style-type: none"><li>• To implement Learning Outcomes based Curriculum Framework</li></ul>	<ul style="list-style-type: none"><li>➤ FDP on "Outcome Based Education" have been conducted to create awareness among teaching faculty</li><li>➤ Program Outcomes(POs), Program Specific Outcomes(PSOs) and Course Outcomes(COs) for all programmes offered in Semester I and II for 2020-2021batch have been stated and mapping of courses with POs and PSOs have been completed in this initial phase of implementation</li></ul>
<ul style="list-style-type: none"><li>• More Value added/ Certificate courses that would enhance the skills of the students to be conducted</li></ul>	18 Value added Certificate courses have been offered by the various departments
<ul style="list-style-type: none"><li>• New programs Introduced in 2019-20</li></ul>	<ol style="list-style-type: none"><li>1. MA International Studies</li><li>2. Ph.D in Computer Science</li></ol>



## Teaching -Learning and Evaluation

- Enhance the usage of ICT tools in teaching learning and evaluation process

➤ Faculty Development programs have been conducted on the usage of Google forms(CSC department-Shift 1) and Google Classroom(CST and IT-Shift 2)

➤ Encouraged E-learning through Swayam e-learning platform

NPTEL On-line Courses

- Awareness Campaign was organized by the CSC Department (Shift I)
- Registration(Students & faculty)

Year	No enrolled	Mentor	Certified
July - Oct 2019	1368	7	67
Jan - Apr 2020	1375	10	81(registered for exam) exam postponed
Total	2743	17	

Elite+Gold -1; Elite:27 ; Silver-19;  
Topper-2

- Open House Fair @ WCC Information Resource Centre (11.12.2019)
- Registered National Digital Library of India Club Member (21.10.2019)
- Using Open-Source Softwares for developing projects
- MOOC components have been embedded in our courses

### Awards won by Faculty

Awards received by Faculty members

- Dr J Jeyasanthi , Associate Professor & Head, Department of Tamil - 6 Awards
- Dr S Stella Parvatham , Assistant Professor,

<p>To encourage development of e-content/online courseware by faculty for courses taught</p>	<p>Department of Tamil - 1 Award</p> <ul style="list-style-type: none"> <li>➤ Dr Esther Arul Mary S G Assistant Professor, Department of Tamil - 8 Awards</li> <li>➤ Dr Phebe Stella A, Assistant Professor, Department of Tamil (Shift II) - 1 Award</li> <li>➤ Dr Helen Thimmaya -1</li> <li>➤ Ms. Margaret Alexander</li> <li>➤ Dr Narmada -1</li> </ul> <ul style="list-style-type: none"> <li>• Education videos created by faculty and hosted in YouTube - 13</li> <li>• A committee has been formed and the process initiated to enable the faculty to create e-content and upload them in Google classroom, institutional website or in YouTube</li> <li>• Online FDP on 'ICT Tools for e-content Development 29-05-2020 conducted by the Department of Computer Science &amp; IQAC, WCC</li> </ul>
<p><b>Research and Consultancy</b></p>	
<p>Publication</p> <p>Awareness program</p> <p>Research Projects applied</p> <p>Management Research seed grant</p>	<p>Publications in refereed journals - 43(National &amp; International)</p> <p>Information Resource Centre, in collaboration with the Research &amp; Development Cell organized a workshop on 'Bibliometrics, Ethics and Anti-plagiarism Tools in Research'</p> <p>5 project proposals from the PG Department of Biotechnology (TNSCST and SERB) and 1 from the Physics dept (SERD-DST) have been sent. Approvals are being awaited.</p> <p>35 students have been granted Management Research Seed grant</p>
<p>Innovation Cell: To strengthen the activities of the cell</p>	<ul style="list-style-type: none"> <li>➤ WCC - IIC has received 2 stars and 43.3 /50 and 1748 bonus points till quarter 2</li> <li>➤ Innovation and Incubation(IIC) formally inaugurated on 13<sup>th</sup> August 2019</li> </ul>

	<ul style="list-style-type: none"> <li>➤ E-Store set up on December 5<sup>th</sup> to encourage student Entrepreneurships</li> <li>➤ Idea Submission in Smart India Hackathon 2020- 12 teams represented by 72 students participated and 7 teams were selected.</li> <li>➤ Innovation Day: Ignited Minds- Dr. APJ Abdul Kalam And India 2020 on 15 October 2019</li> <li>➤ Workshop On Intellectual Property Rights on 4 March 2020</li> <li>➤ Participation of faculty and students in National Communication Skills Challenge</li> <li>➤ Participation of Logo and Idea generation competitions by MHRD</li> </ul>
<p><b>Revenue Generation</b></p>	<p><b>Through Consultancy</b></p> <ol style="list-style-type: none"> <li>1. Nalam Psychological Counselling Centre</li> <li>2. NET Coaching (Department of Home Science)</li> <li>3. BioInformatics Consultancy (AZBT)</li> <li>4. E-filing of Income tax (B.COM )</li> <li>5. SCL Training Programmes</li> </ol> <p><b>Green box Initiatives and Others</b></p> <ol style="list-style-type: none"> <li>1. Sales of produce from vegetable garden, edible mushrooms and Hydroponic unit (PBB)</li> <li>2. E-week sales(B.COM)</li> <li>3. Scanning and uploading school student's photos to Educational Management Information System, Tamil Nadu portal for McDougall Memorial Nursery school (IT)</li> <li>4. Food and Handicrafts Sale (PG Physics)</li> <li>5. Sale of foods items made by students (HSC )</li> <li>6. Resource Recovery through waste management (AZBT)</li> </ol> <p><b>Others</b></p> <ol style="list-style-type: none"> <li>1. Alumni Contributions (CSC -Shift 1)</li> </ol>
<p><b>Linkages with other Institutions/Industries</b></p>	<ol style="list-style-type: none"> <li>1. National Taiwan University of Science and Technology, Taipei Central Electrochemical Institute, University of Madras, Indian</li> </ol>

	<p>Institute of Technology, Chennai, Indira Gandhi Centre for Atomic Research Institute, Kalpakkam, Cancer Institute, Adyar (PG Chemistry)</p> <p>2. United Board for Christian Higher Education in Asia</p> <p>3. Indian Overseas Bank, R.Subramanian &amp;Co, Sivaprakash Audit &amp;Assurance Services.(B.COM Honours)</p> <p>4. Chennai Port Trust, Ashok Leyland, Prestige Group, State Bank of India, NLC, Apollo Hospitals (B.COM)</p> <p>5. Centre for University Industry Collaboration- Industrial Associate ship Scheme 2019, Anna University (CST, IT)</p> <p>6. Manpower Group Services India Pvt Ltd(MA HRM)</p> <p>7. Periyar Science and Technology Centre, Department of Medical Physics, at Anna University, Floranix Pvt ltd, Chennai (Physics-Shift I)</p> <p>8. Government Museum, Sri Ramachandra Institute of Higher Education and Research, University of Madras, Swinifosys, School of Medical Transcription (AZBT)</p> <p>9. SANSBOUND Networking School (CSC-Shift I)</p>
MOUs signed – College (Active)	<p>1. Liverpool Hope University, UK</p> <p>2. ICT Academy of Tamil Nadu</p> <p>3. Letourneau University, Texas</p> <p>4. Concordia College, US</p> <p>5. Binary University, Malaysia</p>

<p>Departments(Active)</p>	<p>(Signed this academic year in February 2020)</p> <ol style="list-style-type: none"> <li>1. eNTrust Pvt Ltd (CSC shift I)</li> <li>2. Princeton Academy (B.COM A &amp;F)</li> <li>3. Manya Education Pvt. Ltd(B.COM A &amp;F)</li> <li>4. ICT Academy of Tamil Nadu (Computer Science Depts)</li> <li>5. United techno Solutions(B.COM Honours)</li> <li>6. GPR Resources Pvt.Ltd (B.COM Honours)</li> <li>7. Synthia Research Labs Private Ltd, Pondicherry (PG Chem)</li> <li>8. Exclusive Search Recruitment Consultants, Centre for Women's Solidarity Network, Manpower Group Services India Pvt Ltd (MA HRM)</li> <li>9. Tamil Nadu Science and Technology Centre, Chennai(PG Maths)</li> <li>10. Floranix , Adyar Chennai(PG Physics)</li> <li>11. Karadi Path Education Company, Prajnaya NGO, Madras Players (English-shift I)</li> <li>12. Chennai Volunteers (History)</li> <li>13. INaWORD (Languages)</li> </ol>
<p>Extension Activities: To strengthen Extension activities/Outreach programmes by increasing linkages and collaborations with the Industry/NGOs/Government.</p>	<p>WCC Extension activities clubs collaborated with Government agencies such as National Service Scheme, Youth Red Cross, UNHCR, Private NGOs such as Agaram Foundation, Eco Society of India, Thozhan, Rotary Club, Dignity Foundation, Dean Foundation for their extension and outreach activities</p> <ul style="list-style-type: none"> <li>• NSS unit conducted a village camp, Eye Camp, Blood Donation camp in government schools were in collaboration with government agencies like the NSS and Youth Red Cross</li> <li>• Activities such as offering music therapy and visiting cancer patients, helping the underprivileged in juvenile and shelter homes, assessing issues in slums through</li> </ul>

	<p>detailed study, planting trees in Agaramthen, Tambaram and talks on mental health were among the many activities organized in collaboration with NGOS.</p> <ul style="list-style-type: none"> <li>• Young Indian Club engaged in activities and programs in collaboration with Industry conglomerate that were part of their CSR initiatives.</li> <li>• Unnat Bharat Abiyan - Village Adoption Programme by PG Department of Commerce sponsored by MHRD</li> </ul>
<b>Centre For Women's Studies</b>	
Enhance activities of the Centre for Women's Studies	<ul style="list-style-type: none"> <li>• Workshop on Home Makers &amp; Working Women on Stress Management on 9<sup>th</sup> December 2020</li> <li>• Consultancy Training Program "A Paradigm Shift in Education" for Christwood School - Tambaram, Faith International Academy, C.S.I Ewart Christian College For Women, SBOA Mat. Hr. Sec. School</li> <li>• SCL Training for New Faculty</li> </ul>
<b>Centre for Environmental Studies</b>	
Green Initiatives - Eco club and CES	<ul style="list-style-type: none"> <li>• Workshop on 'Making EVS Relevant for Today's Learners'</li> <li>• Planting 200 saplings at Agaramthen Lake Area</li> <li>• Enviro Quest'20 in collaboration with Neer Inaiyam on the theme Water-Resources, Management and Human Health on 27<sup>th</sup> Jan 2020</li> <li>• Community Garden</li> <li>• Butterfly Garden</li> </ul>
<b>IQAC Initiatives</b>	
Mentoring other Peer NAAC Accreditation Aspirant Institutions	<p><b>Institutions provided guidance by the members of our NAAC core team</b></p> <ol style="list-style-type: none"> <li>1. The Justice Basheer Ahmed Sayeed College for Women, Chennai</li> <li>2. Kings Engineering College, Kancheepuram District</li> <li>3. Patrician College of Arts and Science,</li> </ol>

	Chennai 4. The Quaid-e-Millath Government College for Women, Chennai
New faculty Orientation	One day Orientation Programme was organized for the newly appointed faculty on August 13 <sup>th</sup> 2019. Student Centric Learning methodologies workshop was also conducted as part of it by CWS
FDPs Organized	<ol style="list-style-type: none"> <li>1. 'e-Filing of Income Tax Returns' on 31<sup>st</sup> July 2019 (B.COM-Honours &amp; IQAC).</li> <li>2. 'Online Tests using Google Forms' on 10<sup>th</sup> September, 2019 (Computer Science-Shift I &amp; IQAC)</li> <li>3. 'ICT Enabled Teaching Methodology - Google Classroom' on 11<sup>th</sup> October 2019 (CST &amp; IT along with IQAC)</li> <li>4. "Simplified Pathway to Outcome Based Education" on 12/11/2019 (IQAC)</li> <li>5. 'Stress Management' on 22<sup>nd</sup> November 2019 (PG Department of Biotechnology along with the IQAC)</li> <li>6. 'Digital Image and Video Documentation' on January 31<sup>st</sup>, 2020(Physics-shift I and IQAC).</li> </ol>
Developmental Programs	<ol style="list-style-type: none"> <li>1. "Document Preparation in MS Office" by IT, CST and IQAC for Office Assistants</li> <li>2. "Basic Fire Safety Training Programme" organized by IQAC and conducted by Usha Fire Safety Equipments Pvt. Ltd. - attended by teaching and non-teaching faculty as well as students from the senate</li> </ol>
<b>Infrastructure and Learning Resources</b>	
Infrastructure and Facilities added on Campus	<ul style="list-style-type: none"> <li>• Restrooms for students near the Science and Mason blocks</li> <li>• Indoor Sports Facility</li> <li>• Rain water harvesting</li> <li>• Enhanced recreational and Wi-Fi facilities in the hostels.</li> <li>• Termite infestation in Garden Hostel</li> <li>• Fire Exits added in Rivett, CEC, RMS Block &amp; Centenary Block</li> <li>• Renovated and Painted - Main, Garden, Holyoke Hostels and Mason Block</li> </ul>

	<ul style="list-style-type: none"> <li>• Gate Entry Monitoring System in the IRC</li> <li>• Barcode/RFID Enabled Library Services</li> <li>• Video Screening Facility @ the Digital Library</li> </ul>
<b>Other Initiatives</b>	
To initiate a manual of Standard Operating Procedures for ensuring smooth functioning of all aspects of the college	A core committee has been formed to formulate SOPs and compilation of the same is in process
Code of conduct and Professional code of Ethics for Faculty and Students	Formulated and hosted in the website
Canteen QC and QC on Infrastructure	Hygiene of the food outlets, cost and sale of junk foods were the primary problems discussed and a list of solutions have been suggested. The QC suggested good practices for maintaining the infrastructure and facilities on campus.

**a) Number of programmes organized by the Departments/Centres/Cells on campus - 36**

- International Conferences - 3
- National Conferences - 2
- Workshops - 8
- Endowment Lectures - 5
- FDPs - 7
- Others - 11

**b) Online Activities/Events (April - May) - 33**

**Suggestions and Recommendations from the members:**

The Principal emphasized that we need to focus more on obtaining Research Projects for the college funded by the Government and Non-government agencies. She further stated that proposals can be sent from the centre for Environmental Studies and Centre for Women's Studies wherein various departments can be involved to acquire a major joint/multidisciplinary project.

Dr. Anita, Dean of Research mentioned that few students from the PG Biotechnology department have submitted proposals for projects under DST (Department of Science & Technology) and DBT (Department of Biotechnology). She also added that MOU /Linkages with outside research institutions /organizations are a pre-requisite in order to obtain



major research projects. As the institution has not been involved in any collaborative research activities, the Dean expressed her willingness to work towards it.


The Principal expressed her plans and to enhance the ICT facilities in more classrooms for effective teaching –learning process. Dr Mary Pearl, Dr. Jannet Jeyasingh and Ms. Pearline Roopkumar commended the faculty for the services rendered during the academic year


The IQAC Coordinator presented the plans for 2020-21.

### **Plans for 2020 - 2021**

1. FDP cum workshop on the OBE Evaluation Process
2. Green Initiative program – one per department in Collaboration with CES
3. Gender Sensitisation Program – one per department in Collaboration with CWS
4. FDP on the tools available for Video conferencing so as to enhance ICT enabled teaching and Learning
5. To enhance e-content developing facility and every department to Develop e-content by Faculty members for the courses taught
6. To submit AQAR 2018-19 before 15<sup>th</sup> October, 2020 and AQAR 2019-20 in November – December 2020
7. Mandatory publications(at least two) by all the departments in UGC Care Journals to enhance the research culture in the institution
8. Encourage E-learning among students and faculty
9. To obtain Major/Minor Government Funded Projects

The IQAC Coordinator thanked the members and as there was no other business the meeting was adjourned.

  
IQAC Coordinator  
Dr Shoba Leslie

  
Chairperson  
Principal & Secretary  
Dr Lilian I Jasper

