

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

Minutes of the IQAC meeting held on **Monday, 12th December 2022** at 9.30 am at Marjorie Sykes Conference hall.

The meeting of the IQAC Internal members was held on **Monday, 12th December 2022**.

Members Present:

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

Dr Lily Margaret Priya – **Co-ordinator**

Management Representative

Ms Lita Srinivasan

Industry Expert/ stakeholder

Dr Robinson Thamburaj

Mr K Moses

Alumnae

Dr Betsy Selvakumar

Dr Jayanthi Richard

Administrative Representatives

Dean- Shift II

Dr Elizabeth N

Dean of Academic Affairs

Dr A Zarina – Shift I

Deans of Research

Dr Gowri Ramesh D – Shift I

Dr J Jebajesintha – Shift II

Dean, Centre for Women's Studies

Dr Cynthia Jemima Swarnavalli G

Dean, Centre for Environmental Studies

Dr Preeti Mehta

Controller of Examinations Shift II

Ms Mary Ivy Deepa

IIC Convenor and Librarian

Dr Lisa Sheba Rani J

Staff Representatives for Extension Activities

Dr Cordilea Hannah – Shift I

Dr Margaret Marie J – Shift I

Dr Kanchana Naidu – Shift II

Coordinator, International Programmes Office and Student Services

Dr Nancy Elizabeth D

The meeting commenced with prayer by Dr Lily Margaret Priya, IQAC coordinator.

Welcome

The Principal Dr. Lilian I. Jasper, welcomed the members stating that IQAC meetings serve as a time of reflection and planning and appreciated the role of the members in enhancing the quality of education offered at WCC. She mentioned that as a part of the preparation for introduction of NEP new classrooms are being added in the top floor of Riverlands Hostel and in Murasoli Maran (MM) Block and that plans are on to construct additional classrooms in the top floor of the Centenary Building. She informed the members that a new program namely Data Science, has been introduced in the current year and that it is planned to introduce B.Com Corporate Secretaryship and MSW in the next year.

Apologies for absence

Apologies for absence were received from by Dr. Lizzie Angelina, Ms. Regi Thomas, Dr. Narmada and Ms. Jasmine.

Minutes of the previous meeting

The minutes of the previous meeting held on 03.06.2022 was approved.

Business of the day

IQAC

The IQAC coordinator, Dr. Lily Margaret Priya W. reported the following

- WCC was awarded the News 18 Katral Award for the Best College in Chennai Zone on 21.6.2022
- New Faculty Orientation and Workshop on Student Centric Learning was conducted on 27.08.2022
- An interaction with the Team from JSS College of Arts, Commerce & Science, Mysuru on strategies adopted by both institutions for quality enhancement was held on 7.10.2022
- FDP on 'SPSS and AMOS for Data Analysis' was organized by B.Com Honours department in association with IQAC & Centre for Research and Development

- WCC underwent a University General Inspection conducted by a team constituted by the University of Madras on 19.10.2022.

Centre for Research and Development

The Dean of Research Dr. V. Gowri Ramesh, reported that the Center for Research and Development carried out / planned the following activities:

- A workshop was conducted on 'Build your library - Reference Managers Mendeley and Zotero' for faculty and PG students of the Department of Home Science and Psychology on 17.8.2022 and 25.8.2022.
- A workshop on using Mendeley software was planned to be conducted in October and December 2022 for PG students of shift II.
- Proposals were received for Faculty and Student Seed Grant in September and November 2022 respectively. Faculty seed grants for projects have been processed and released and students seed grants will be processed in December
- Webinars were planned to be conducted in October and January and two FDPs in December and January/February.
- Papers were invited for Eleanor journal
- Faculty were encouraged to apply for project grants and proposals have been sent to TNSCST and DST. Two students who had received TNSCST funding for project last year presented their work this year at a seminar in Salem and had won awards for the same
- Institutional ethics committee has been constituted based on ICMR guidelines to screen project proposals and Ph.D work
- Eligible faculty were motivated to apply for guideship in University of Madras
- A workshop on proposal writing is planned to be conducted in January 2023
- Eight proposals from students of shift II were sent in September 2022 to TNSCST. Five proposals were sent in August 2022 for Grants from TANSICHE to conduct workshops/seminars.
- A conference is being planned in association with IRC, IIC and IQAC.

Centre for Women's Studies

The Dean of Women's Studies Dr. Cynthia Jemima Swarnavalli, reported that the awareness and capacity building programs conducted / planned by the Centre for Women's Studies are as follows:

- A consultancy program on "Domestic violence Act 2005 - Possibilities and challenges" was organised in association with the NGO Arogya Agam, Theni, at WCC on 31.10.2022 with Ms. A.S. Kumari, Chair Person, Tamil Nadu State commission for Women as chief guest. An esteemed panel of speakers and 60 participants from various city colleges including WCC attended the program.
- An awareness program on Intimate Partner Violence was conducted in association with International Foundation for Crime Prevention and Victim Care (PCVC) on 8.12.2022 with student participants from the departments of Chemistry, History and English of shift I and students of the department of Management Studies and NSS of shift II.
- A certificate course in NGO Management is being offered during the even semester from last academic year in the online mode in collaboration with PG HR department. It will be offered this academic year in the blended mode
- The Harassment Complaints Cell has been renamed as Internal Complaints Committee (ICC) in accordance with the UGC guidelines. It can be access on our website. The cell is composed of internal members and a lawyer Ms. Lita Srinivasan who is a WCC Board member.
- A Seminar on "How to be an Irresistible Woman" by Dr. Gnanasoundari, Former professor, Lady Doak College, Madurai was organised in association with the IT and CST departments of WCC on 3.11.2022, with 100 student participants from WCC.
- A one day Seminar on Institutional response to the Rights of Indian Women in NRI Marriages was conducted and the speakers included Mr. Sylendra Babu, DGP and Mrs. Rekha Sharma, Chairperson National Commission for Women, New Delhi. Faculty members Dr. G .Cynthia Jemima Swarnavalli and Dr. Usha Rani, and students Ms. Infancia, III B.Sc. Chemistry and Ms. Stuthi Lilian Joseph, II M.Sc. Psychology participated in the event.
- A photography contest and debate will be held by the Tamil Department of shift I on International Women's day in March 2023.

- It is planned to form a Student Wing of the Centre for Women's Studies with representatives from shift I and II.

Centre for Environmental Studies

Dr. Preeti Mehta, Dean, Centre for Environmental Studies, reported that the following events were conducted / planned in the current academic year by the Centre for Environmental Studies:

- A workshop on Herbal Skin Care Remedies by Ms Vasundhra Ravi, Beauty Therapist and Proprietor, Visible Difference, Hair and Beauty Salon, was conducted on 1.8.2022 with 220 participants.
- An online Photography Competition on the theme "Only One Earth" was conducted on 19.8.2022 to enable students to appreciate the flora and fauna on campus.
- Beach Clean-Up was carried out at Besant Nagar Beach on 20.8.2022 with 31 participants.
- A talk on "Biological and Electrochemical methods of effluent treatment" by Dr K Vijayaraghavan, Environmental Consultant, MS, Ph.D., (IIT-M), IUSSTF Fellow, was held on 26.8.2022 with 163 participants.
- An intercollegiate competition EARTHWISE 2022 was conducted on 12.09.2022 with 80 participants from city colleges to foster a love for nature and to conserve the biodiversity.
- The Bhumi NGO conducted a talk titled Notebook Upcycling for Volunteers on 7.10.2022 with 43 participants. A Notebook Collection Drive was held on 27.10.2022 and 28.10.2022 with participants from Shift I and Shift II and the notebooks collected were distributed to needy children.
- An awareness program on Green Cleaning Practices was held on 7.11.2022 for gardeners and other nonteaching staff on campus and 55 participants attended the event.
- An Interdepartmental Terracotta plate painting Competition for WCC students was planned for 9.11.2022 with 20 participants. It was postponed to be held in December due to rain.
- An international conference is planned on 10.1.2023 & 11.1.2023 in association with the PG Biotechnology department

- Another program for faculty is planned in collaboration with IQAC.

Centre for Institutional Advancement

The plans of the Centre for Institutional Advancement for the year 2022-23 include the following:

- Conducting classes to equip students to be selected for jobs in the State / Central Government / Banks and to help those who wish to clear the Tamil language exam to enter into Tamil Nadu State Government
- An MOU with Best Learning Centre has been planned. The orientation session was organized on 8.12.2022 and the classes are scheduled to start from 12.12.2022.

Institution's Innovation Council

The Convenor of IIC of WCC, Dr. Lisa Sheba Rani J., reported that the Institution's Innovation Council conducted / planned the following activities;

- IIC Student Office Bearers Installation Ceremony was conducted on 8.8.2022.
- The IIC faculty coordinators participated in the IIC Regional Meet held at Sathyabama Institute of Science and Technology, Chennai on 21.07.2022.
- WCC was registered under the Skill Hub Initiative PMKVY 3.0. National Skill Development Centre (NSDC) and has been approved by Skill India Initiative as Training Provider (TP) as well as Training Centre (TC). Two courses have been approved under the specific job sector 'Apparels' namely Self-Employed Tailor and Hand Embroidery with a target of 160 people to be trained. The first batch of 19 women from low income groups received training for the Job Sector - Apparels - Self Employed Tailor (Q1947) of which 17 took the final exam and 16 were certified as 'Self-Employed Tailor' from this scheme.
- A student team from WCC was selected for the pre-screening of Smart India Hackathon 2022 Finals at JK Lakshmipat University, Rajasthan.
- 10 trained WCC students carried out a door-to-door campaign to create standards and safety awareness in consumers and to introduce BIS care app to the public on 15.10.2022 and 16.10.2022.
- A workshop on Problem Solving and Ideation via online mode was conducted on 04.11.2022 with 40 participants.

- A motivational Session on Entrepreneurship as a Career Opportunity titled “My Story” was conducted with Mr. Irfan Mohammed, Founding member and Chief Business Officer of Financial Services at Yubi, and a founding member of Vivriti as resource persons on 19.11.2022 with 200 student participants.
- A motivational Session on “Women Entrepreneurship and Innovation” by CA Anand Pattabiraman, Founder Director of Aquilae Technologies Pvt Ltd was held on 15.11.2022.
- A thematic book display on ‘Education’ and a talk by Dr. Punitha D was arranged to on the occasion of The National Education Day on 17.11.2022. Over 139 students attended this event.
- A visit to Flamagas India Pvt Ltd was arranged to create awareness on standard and quality measures taken for production on 8.12.2022 with 13 participants from IIC, Standard Club of WCC and 2 faculty members.
- Students and faculty were invited to share ideas that can be converted to product or process with the view of preparing students to take part in upcoming smart Hackathon. Plans are on to patent and market the winning entry of WCC team at the national Toycathon held last year.

Information Resource Centre

The Librarian, Dr. Lisa Sheba Rani J., reported that the proposed plan of action of the Information Resource Centre included the following:

- The Table of Contents Alert on the Monday of each week was initiated from July 2022 onwards to help students and faculty access and use the journals.
- A webinar on “Effective use of EBSCO Library Resource for Quality Literature” was held with Dr. Periasamy Pradeep Ravichandran, Training Manager – South India, EBSCO Information Services & IEEE Xplore Digital Library, as resource person on 27.07.2022.
- A Take Away Drive of magazines provided by US Consulate was conducted on 02.08.2022 which was well appreciated by the students.
- The Meet the Author program was conducted with Ms. Malathi Mohan, author of Chandram: 1909 - 2009 The Story of Nemali Chandramathi on 10.08.2022.

- A webinar on 'Mendeley Reference Manager' by Dr. J Arumugam, Librarian, PSG College of Technology, Coimbatore was held on 13.10.22.
- Dr. Lisa Sheba Rani J, Librarian delivered a talk on 'N-LIST: Facilitating teaching and learning' at the New Prince Shri Bhavani Arts and Science College, Chennai.
- Through Meet the Author program another alumna, Ms. Manna Abraham and author of the book 'Heart of the Circus' gave a talk on 5.11.22.
- A Workshop on "Enhancing Skill of Accessing Library Resources" in collaboration with Department of PG Mathematics was held on 08.11.2022.
- The National Library Week 2022 was held from 14.11.22 - 18.11.22 and programs were conducted to encourage students to visit and use the library resources.
- The library mobile app was launched to enable students to access library resources. Students can access the online international OPAC on the college website.
- The book launch of 'Zindagi Ka Collage' by Dr. Sunita Jojodia, Associate Professor and Head, Department of Languages, Shift II was held on 07.12.2022.
- A training program is scheduled for Research Scholars on Philosophy and Research Ethics course work to use Anti-plagiarism tools, Journal finders & Reference tools like Mendeley.

International Programmes Office and Student Services

The Coordinator, International Programmes Office and Student Services, Dr. Nancy Elizabeth G. reported that the following activities were carried out by the International Programmes Office and Student Services:

- The University of CyberJaya - SAP was organised in collaboration with University of Cyber Jaya, Malaysia from 4.7.2022 to 9.7.2022 (online) and 11.7.2022 to 15.7.2022 (offline) with 46 students and two faculty participants.
- On 27.7.22, Prof. Atulya Nagar, Liverpool Hope University, UK had a discussion with the Principal, Deans and heads of departments on the possibilities of WCC students opting for Masters Programs at Liverpool Hope University, UK.
- The UN Youth Day Webinar was conducted on 12.8.22 with 600 participants.
- A talk on Closer Australia - India Relations by Prof. Michael Wesley, Vice chancellor, University of Melbourne and Dr. Thamizhachi Thangapandian, MP, Loksabha was held on 12.9.22 with 12 participants.

- 12 students were selected for Liverpool Hope University, UK and 5 students were selected for LeTourneau University, Texas on 15.9.22 and after the screening process, 5 students are going to LeTourneau University, Texas and 4 students to Liverpool Hope University, UK.
- A guest Lecture on “Education 2030” by Prof. Jennifer Howell – Pro Vice chancellor, Western Australian University, and Prof Anu Rammohan, Western Australian University was held on 24.09.2022 with 52 participants.
- A guest Lecture on “Education at Vietnam” by Dr. Nguyen Thi Ngoc Quynh, The University of Languages and International Studies - Vietnam National University, was held on 25.10.2022 with 50 participants.
- 6 Students have been selected for a 15 day Service Learning Program at Manila, Philippines from 6.2.2023-17.2.2023 through an interview conducted on 21.11.2022.
- An MOU has been signed with the Trinity University, Canada. Principal added that students will benefit from this MOU as Trinity University offers several science and business courses. She mentioned that students can complete two years of study at WCC and then transfer to Trinity University. She further stated that LeTourneau University is also offering the option of completing two years in WCC and then 15 months in LeTourneau.
- Representatives from German Embassy will be giving a lecture on 15.12.2022 to students on pursuing masters or research program in Germany.

Facilities and works of enhancement on campus

The following facilities and works of enhancement on campus were reported

- Ramps with handrails to aid physically disabled staff and students were installed at the entrance of various buildings throughout the campus in both academic and administrative blocks
- A Tennis court with international standard has been built and is ready for inauguration
- The Home Science Department Laboratory Nursery School has been renovated. The school’s play area has been extended and new play equipment have been installed.
- Construction of the Murasoli Maran Science and Informatics Research Block which houses the PG Physics & Chemistry Departments, the Institution Innovation Club, an

Instrumentation Room and labs for PG Computer Science & Technology and Information Technology Departments has been completed.

- Riverlands Hostel is under construction and is to have 2 additional floors. The second floor will be used as hostel and third floor will have classrooms.
- The Printing and Dyeing lab of the Chemistry Department near the College canteen is currently under construction. The block will have 2 additional classrooms
- The Psychology Department's Child Development Centre is being renovated to meet the needs of the special children.
- The Green Box is being revamped to increase its capacity in order to serve more number of students
- Cafeteria space is being renovated and provided with shades to create more seating space for the college community
- An additional hand wash facility has been provided between the McDougall and Mildred Allen Block
- A pet bottle reverse vending machine has been installed for collecting used pet bottles which would enable segregation of waste at the source.

Plans & Activities of Departments

The IQAC coordinator informed that the activities planned by the departments for 2022-2023 are as follows:

- curriculum revision
- organising workshops/conferences/seminars
- inclusion of service learning component in the curriculum
- E-content development
- student projects
- organizing cultural events and club activities
- organizing field trips.

Institutional MOU with Infosys Springboard

Ms. Mary Ivy Deepa, COE Shift II informed that WCC has signed an Institutional MOU with Infosys for Infosys Springboard which is a free Online platform offered under Infosys CSR

activity. Students can register for courses offered and receive certification after an assessment. She added that this platform also offers internship from December to May to students who complete courses specified by Infosys Springboard and clear an interview. She further stated that Infosys certification will be an added value for students desiring to be placed in NASCOM (National Association for Software and Services) based companies.

The IQAC coordinator informed that plans for the year 2022-23 of IQAC included the following:

- FDP for faculty to include CIA components under OBE
- Planning for an International conference with the Centre for Research and Development & IIC
- FDPs for faculty training & quality enhancement
- Academic audit on Research, Innovations and Extension

Dr. Robinson appreciated the IQAC and other Centres of WCC for the impressive record of activities and programs. He enquired if the syllabus for Service Learning Program which was planned to be included in the curriculum has been designed as it involves both field work and classroom sessions. The Principal responded that it being carried out and that the Service Learning initiative of WCC is being sponsored by the United Board. Dr. Robinson also suggested that ideas of students may be screened by a committee at the college level and the potential ideas can be taken forward for professional patenting by IPR cell to ensure that the credit is not taken by other agencies. Dr. Lisa Sheba Rani informed that steps are being taken by IIC to keep the ideas confidential. Dr. Robinson added that IPR cell should ensure that potential ideas that can lead to patenting, incubation and start-ups are not grabbed by agencies conducting competition for cash prizes to which Principal responded that a team is working with Funschool Toys on marketing the entry of the students of WCC at national Toycathon held in 2021. Regarding Service Learning Dr. Jeba Jesintha, the Dean of Research stated that the faculty underwent training on incorporating Service Learning into the curriculum and that every department has included service learning component in the syllabus which will be implemented in the next academic year after passing it through the Board of Studies of the respective departments.

Mr Moses of Allison Transmission India Pvt. Ltd., informed that there are a number of internship opportunities for students in his organization particularly students with nontechnical background and that many of those interns were placed in Indianapolis, USA. He added that students can undertake field visit to their facility, take up internship and get placed. He informed that there is a great demand for students from MSW and HR background and that many companies prefer female employees. He also lauded the efforts of the college to begin the MSW program as it was highly sought after by students.

Dr Betsy Selvakumar appreciated activities conducted and planned by the various Centres of WCC. She particularly appreciated the Service Learning Program for WCC students in Manila and international collaboration initiatives for creating study abroad opportunities for our students. She enquired if the products created by the participants of tailoring and embroidery courses conducted under Skill India initiative were exhibited. Dr Sheba Lisa responded that regular evaluation is conducted by government agency and that 16 out of 19 women who joined the course cleared the assessment. Principal stated that there is a need to improve infrastructure at the outreach centre. Mr Moses stated that it could be taken as a CSR initiative by his organization.

As there was no other business the meeting was adjourned.

Latha

Lihari Tiger

Members	Signature
Dr. Lilian I Jasper	Lilian Jasper
Dr. Lily Margaret Priya	Lily
Dr. Indra Rajasingh	
Ms. Lita Srinivasan	Lita
Mr. K Moses	K Moses
Dr. Robinson Thamburaj	Robinson
Dr. Betsy Selvakumar	Betsy
Dr. Jayanthi Richard	Jayanthi Richard
Dr. Lizzie P. Angelina	
Dr. Elizabeth N	Elizabeth
Ms. T. Regi Thomas	
Ms. Mary Ivy Deepa	Mary
Dr. A Zarina	Zarina
Dr. Anne Beryl Catherine S	
Dr. Gowri Ramesh DV	Gowri Ramesh
Dr. J Jeba Jesintha	Jeba Jesintha
Dr. Cynthia Jemima Swarnavalli G	Cynthia
Dr. Preeti Mehta	Preeti Mehta 12/12/22
Dr. Narmadha V	
Dr. Nancy Elizabeth D	Nancy
Dr. Margaret Marie . J.	Margaret
Dr. Kanchana Naidu	V Kanchana 12/12/22
Ms. Joseph Aleyamma Janet	
Dr. Cordilea Hannah	Cordilea 12/12/22
Ms. Jasmine Vinolia	
Ms. Christina Abraham	Christina
Ms. Rekhaa G.	Rekhaa

Dr. Lisa Sheba Rani J

Lisa Sheba Rani J
12/12/22

Members

Principal and Chairperson : Dr. Lilian I Jasper
IQAC Coordinator : Dr. Lily Margaret Priya W

Faculty Representatives

Ms. Lizzie P. Angelina – *Vice-Principal*
 Dr. Elizabeth N – *Dean- Shift II*

Controller of Examinations

Ms. T. Regi Thomas – Shift I
 Ms. Mary Ivy Deepa – Shift II

Deans of Academic Affairs

Dr. Zarina – Shift I
 Dr. Anne Beryl Catherine S – Shift II

Deans of Centre for Research and Development

Dr. Gowri Ramesh V – Shift I
 Dr. J Jeba Jesintha – Shift II

Dean, Centre for Women's Studies

Dr. Cynthia Jemima Swarnavalli G

Dean, Centre for Environmental Studies

Dr. Preeti Mehta

Dean, Centre for Institutional Advancement

Dr. V. Narmadha

Convener, Institution's Innovation Council & Librarian (Information Resource Centre)

Dr. Lisa Sheba Rani

Coordinator of International Programs and Student Services

Dr. Nancy Elizabeth D.

Staff Representative for Extension Activities

Dr. Margaret Marie J – Shift I
 Dr. Kanchana Naidu – Shift II
 Ms. Joseph Aleyamma Janet
 Dr. Cordilea Hannah

Human Relations Officer

Ms. Jasmine Vinolia

Student Representatives

Ms. Christina Abraham – President
 Ms. Rekhaa G – PG Rep

**Meeting of the Internal Quality Assurance Cell of the Women's Christian
College held on Monday, 6th March 2023 at 12.00 noon in Marjorie Sykes Hall**

The meeting commenced with prayer by Dr Jeba Jessintha, Dean of Research, Shift II.

Apologies for absence

Apologies for absence were received from by Dr. Lizzie Angelina, Dr. Narmada and Ms. Mercy Evangeline.

Minutes of the previous meeting

The minutes of the previous meeting held on 03.06.2022 was approved and passed.

Business of the day

IQAC

The IQAC coordinator, Dr. Lily Margaret Priya W. reported the following

- National conference and FDP on Strategic use of Technology and Computer Applications was organized by the Department of Mathematics in association with Centre for Research & Development and IQAC on 30.01.23
- Data has been submitted for NIRF ranking on 9.01.2023
- Data has been submitted to AISHE (All India Survey on Higher Education) on 14.2.2023
- IQAC coordinated an interaction with a two member team from Manickam Ramaswamy Arts and Science College on 21.01.2023 with the Principal, Dean of Shift II, Deans of Academics, Research and Development, Institutional Advancement and Student Services
- Data for AQAR is being consolidated
- Academic audit on Research, Innovation and Extension criteria was conducted on 17.02.2023 & 20.02.2023 and based on the interaction with academic audit experts the departments will prepare their action plan.
- Data has been submitted for NISR ranking to MGNCRE (Mahatma Gandhi Council of Rural Education) on 24.2.2023

- Faculty Development Program on Graphic Designing using Canva was conducted by the UG Department of Computer Science Shift I with IQAC on 13.2.2023 and 15.2.2023
- Faculty development program on Environmental education for Shift I and Shift II faculty was conducted by Centre for Environmental Studies and IQAC on 14.2.2023.
- Reports of all activities conducted by the various departments and Centers can be sent to IQAC with objectives & outcomes, geo tagged photos and list of participants
- Departments can conduct remedial coaching for slow learners and maintain a record of attendance and progress of the students
- A faculty development program on bringing CIA components under OBE framework is being planned
- Departments must email the lesson plans saved as pdf for the odd and even semesters to IQAC

Research and Development Cell

The Dean of Research Dr. V. Gowri Ramesh, reported the following:

- An Institutional Ethics Committee (IEC) was constituted and the first Institutional Ethics Committee Meeting was held on 8.12.2022 and 14.12.2022 with the Dr. Usha Antony, Dean, College of Fish Nutrition and Food Technology Tamilnadu as Chairperson and Dr J Jayalalithaa, Fisheries University, Madhavaram, Chennai and the Deans of Research, WCC as Member Secretaries. The certificates were issued and the minutes were documented and signed by the 11 members of IEC. The SOP is in process.
- Faculty Research Seed Grant for Rs. 2.18 Lakhs was granted this year to 13 Faculty members.
- National Conference and FDP on Strategic use of Technology in Mathematics and Computer Applications NCFDPMCA 2023 by the Department of Mathematics in collaboration with Research and Development Cell and IQAC was held on 30th and 31st January 2023.
- Student Research Seed Grant for Rs. 2.68 Lakhs was granted this year to 66 students of WCC.
- The Institutional Ethics Committee (IEC) was registered under the Department of Health Research on 8.2.2023.

- The Centre for Research and Development had to be renamed as Research and Development Cell according to UGC norms and its constitutional details sent to the University of Madras.
- 27 papers have been peer-reviewed for the inhouse Journal – Eleanor and will be soon sent for printing.
- A Workshop on “Build your Library – Referenced Managers MENDELAY and ZOTERO was organised on 4.03.2023 by the Research and Development Cell with Dr. K. Niraimathi, Director, Fenivi Research Solutions as the resource person

Plans

- Faculty Development Programme on Writing Proposals will be held on 16th March, 2023 with Dr. Poongothai
- The R&D Cell in association with IIC and IQAC has planned to organise an International Conference on July 26th and 27th 2023.

Centre for Women’s Studies

The Dean of Women’s Studies Dr. Cynthia Jemima Swarnavalli, reported the following:-

- A consultancy program on “Domestic violence Act 2005 - Possibilities and challenges” was organised in association with the NGO Arogya Agam, Theni, at WCC on 31.10.2022 with Ms. A.S. Kumari, Chair Person, Tamil Nadu State Commission for Women as chief guest. An esteemed panel of speakers and 60 participants from various city colleges including WCC attended the program.
- An awareness program on Intimate Partner Violence was conducted in association with International Foundation for Crime Prevention and Victim Care (PCVC) on 8.12.2022 with student participants from the departments of Chemistry, History and English of Shift I and students of the department of Management Studies and NSS of Shift II.
- The Harassment Complaints Cell has been renamed as Internal Complaints Committee (ICC) in accordance with the UGC guidelines. The cell is composed of internal members and Ms. Lita Srinivasan, an advocate and WCC Board member.
- A Seminar on “How to be an Irresistible Woman” by Dr. Gnanasoundari, Former professor, Lady Doak College, Madurai was organised in association with the IT and CST departments of WCC on 3.11.2022, with 100 student participants from WCC.

- A one-day Seminar on Institutional response to the Rights of Indian Women in NRI Marriages was conducted and the speakers included Mr. Sylendra Babu, DGP and Mrs. Rekha Sharma, Chairperson National Commission for Women, New Delhi.
- A one-day Seminar on Women's Rights and Safety was conducted in association with Department of Psychology (Shift 2) on 2.2.2023 with Ms. Chamki Raj, Advocate; Ms. Sangeetha Makesh, Counselling Psychologist and Ms. Poorani, Social Worker as resource persons. It was attended by nearly 200 students from various departments of Shift 1 and Shift 2

Plans:

- Special lecture on Entrepreneurship and Women Empowerment will be delivered by Eminent Nuclear Scientist Dr. Daniel Chellappa on 10 March 2023 in the Bamford hall organized by CWS and Chemistry Department
- A webinar by Entrepreneur Anita Lawrence will be organized by CWS and PG Mathematics department Shift 2
- A photography contest and debate will be organized by CWS and Tamil Department of Shift 2

Centre for Environmental Studies

Dr. Preeti Mehta, Dean, Centre for Environmental Studies, reported that the following

- An Interdepartmental Terracotta plate painting Competition for WCC students was conducted on 13.12.2022 with 11 participants.
- An International Conference on Environmental Sustainability and Social Responsibility was jointly conducted by the Centre for Environmental Studies and PG and Research Department of Biotechnology, WCC on 10th – 11th January, 2023.
- Assembly program for Shift I jointly was conducted by IIC and CES with guest lecture by Dr RM Nachammai Scientific Officer, H grade, Senior Technical Engineer for Nuclear Systems, Madras Atomic Power Station, Kalpakkam on the topic "Nuclear Power – an inevitable option for net zero".
- Faculty development program on Environmental education for Shift I and Shift II teachers was jointly conducted by CES and IQAC on 14.2.2023.
- On 8.3.2023, CES and the Department of Plant Biology and Plant Biotechnology organized an Invited talk titled "Urban Greening ...Challenges and Concerns!" by Ms Shobha Menon, Founder, Nizhal.

Centre for Institutional Advancement

The plans of the Centre for Institutional Advancement for the year 2022-23 include the following:

- Conducting classes to equip students to be selected for jobs in the State / Central Government / Banks and to help those who wish to clear the Tamil language exam to enter into Tamil Nadu State Government
- An MOU with Best Learning Centre has been planned. The orientation session was organized on 8.12.2022 and the classes are scheduled to start from 12.12.2022.

Institution's Innovation Council

The Convenor of IIC of WCC, Dr. Lisa Sheba Rani J., reported the following;

- Orientation Session on Institution's Innovation Council (IIC 5.0) was conducted on 11.01.2023 and attended by IIC member faculty and student office bearers.
- Workshop on "Sustainable Entrepreneurship In Turbulent Times" was organized by PG Department of Commerce in collaboration with IIC on 20.02.2023.
- A 3-day workshop on 'Entrepreneurship Upskilling workshop on Commodity Trading' was organized from 13-15 December, 2022 with CA Anand Pattabiram, Founder director of Aquilae Technologies Pvt Ltd as the resource person.
- A joint awareness event with KAPILA and NIPAM was organized on Intellectual Property Rights (IPR) on 19.01.2023 with Mr. Udhaya Shankar, Assistant Controller of Patent and Designs, IPR office, Chennai as the guest speaker.
- A 2-day workshop on "Corporate job Vs Entrepreneurship. A career path to succeed" was organized in collaboration with Department of Commerce (Honors) on 16th & 17th February, 2023
- E-Cell, IIC organized a workshop on 'The entrepreneurial skill, attitude and behaviour development.' to commemorate the National Youth day on 12.01.2023 with Ms. Jenny Christopher from White Reflections was the resource person. Students from the various extension activities attended this event which was conducted in collaboration with NSS, Rotaract, Young India and Eco Club of Women's Christian College.

- E-Star – the two-day entrepreneurship competition was organised by Blaze Entrepreneur Cell and 22 participants competed for the title of "Best Woman Entrepreneur of WCC 2022-23".
- Hands on Training on 'Preparation of Herbal Products' was organised in collaboration with the Department of Plant Biology and Plant Biotechnology.
- NSS, WCC in collaboration with Department of Plant Biology and Plant Biotechnology and Entrepreneurship Cell, IIC organized a skill development workshop on 'Mushroom Cultivation to Empower Women' on 13 & 14 February, 2023 with Dr. V. Ragupathi, MD, Early Mushrooms and Seed Centre, Chennai as the resource person.
- Ms. Irvin Mary, IIC Member attended a 3-day workshop conducted by UNOM EDII from 27.02.2023 – 1.03.2023.
- Student office bearers Ms. Varsha M, E-cell President, Department of Chemistry and Ms. Marella Usha, E-cell Vice President, Department of Corporate Economics attended a 2-day workshop titled 'E-Leader' conducted by UNOM EDII at S.A College of Arts and Science from 20.02.2023 to 21.02.2023.
- Interdepartmental Innovation Exhibition Contest – Noothan was organized on 27.02.2023. Best 5 Teams, M.Sc., CST – Powerhouse, B.Sc., Chemistry – Activated Carbon Filter, BBA – Connect, B.Com. General – Application for Asperger Syndrome and B.Sc. – Psychology (Shift 2) – The Game of Calm were chosen and their ideas were added into Yukti Portal. The department of B.Sc Computer Science bagged overall championship trophy.
- 14 programs were organized by various departments pertaining to entrepreneurship, IPR, Innovation etc.

Plans:

- Dr. Hema Shankari and Ms Irvin Mary along with 2 student office bearers were nominated to attend a 5 day Bootcamp cum Design Week on Innovation, Design and Entrepreneurship from 20 – 24 March, 2023 organised by Ministry of Education's Innovation Cell
- As per the guidance given by MoE's Innovation Cell Calendar, activities will be carried out in Q3 and Q3, IIC 5.0.

Information Resource Centre

The Librarian, Dr. Lisa Sheba Rani J. reported the following:

- A Book launch was organized on 28.02.2023 in collaboration with PG Department of Mathematics in which student author Ms. Seethalakshmi K had launched her book titled 'Karpanai Kadantha Kavi'.
- Meet the Author Programme was conducted on 13.01.2023 in which Dr. Perumal Murugan was invited to the college library for an interactive session with faculty and students on his life experiences and writings.
- Four students from UG Department of English were offered internship in the college library (Front Office Management) from January 2023 to March 2023.
- Dr. Lisa Sheba Rani J, Librarian was invited as the resource person to speak on the topic 'Effective usage of E-Resources', by the Department of Computer Applications, WCC on 09.01.2023.
- Foreign Language Corner was set up in the Library and a Sony TV was installed on 7.01.2023 to familiarize the library users with the culture and language of France Courtesy France 24 News Channel.
- Newspaper & Magazine Reading Corner was set up to provide a conducive reading space for the users.

Plans:

- Subscription to Turnitin Plagiarism detection tool is in process and training will be provided to faculty, research scholars and PG students and all the research articles, dissertations, theses of faculty and students will be screened using Turnitin Plagiarism detection tool to uphold academic integrity.
- Library is integrating and developing a 'Question Bank' of End of Semester Examinations question papers to enable students to access the Question Bank online using Library Mobile App and from dedicated systems provided in the library. To provide 24/7 access, googlesite creation is in process.
- Book Club will be formed to connect readers with the library resources.
- Indexing & digitizing all the photographs collected at the Archives of the College is being planned.

International Programmes Office and Student Services

The Coordinator, International Programmes Office and Student Services, Dr. Nancy Elizabeth G. reported the following:

- A guest lecture on pursuing masters or research program in Germany was delivered on 15.12.2022 by DAAD India Representative Ms. Padmaja with about 500 participants from various UG and PG streams, WCC.
- On 19.12.2022 Dr. Ahamed, a representative from Binary University delivered a lecture to create awareness on various short term and one semester abroad program in the Binary University, Malaysia
- Four students successfully completed the International service Learning Program at Manila, Philippines from 6 - 17 February 2023.

Plans:

- MOU with University of Cyberjaya to strengthen, promote and develop academic and research cooperation is being processed
- Work is on to conduct a 15-day short term inbound mobility program for all UG and PG students with the University of Cyberjaya in the month of May 2023.

Principal informed that the SOPs framed for various operations of WCC which were sent to the members of the executive board will be approved in the Executive Board meeting to be held on 7.03.2023. She stressed that all departments should take efforts to carry our research and publish their finding. She added that proper documentation of extension activities of students will pave way for publication as reflection papers. She added that eligible faculty can apply for co-guideship in other Universities like VIT to make it possible for them to guide research scholars. Principal also emphasised that facilities on campus such as smart boards and laptops should be effectively utilised to support all teaching-learning activities.

There being no other business the meeting was adjourned.

L. H. M. G.

Lubani Tanya

Members	Signature
Dr. Lilian I Jasper	Lilian Jasper
Dr. Lily Margaret Priya	Lily
Dr. Lizzie P. Angelina	
Dr. Elizabeth N	Elizabeth
Ms. T. Regi Thomas	Regi Thomas
Ms. Mary Ivy Deepa	Mary
Dr. A Zarina	Zarina
Dr. Anne Beryl Catherine S	Anne Beryl Catherine S 6/3/23
Dr. Gowri Ramesh B	Gowri Ramesh B 6/3/23
Dr. J Jeba Jesintha	Jeba Jesintha
Dr. Cynthia Jemima Swarnavalli G	Cynthia
Dr. Preeti Mehta	Preeti Mehta 6/3/23
Dr. Narmadha V	
Dr. Nancy Elizabeth D	Nancy Elizabeth D 6/3/23
Dr. Margaret Marie	
Dr. Kanchana Naidu	V Kanchana 6/3/23
Ms. Joseph Aleyamma Janet	
Dr. Cordilea Hannah	Cordilea
Ms. Jasmine Vinolia	Jasmine Vinolia 6/3/23
Ms. Christina Abraham	Christina Abraham 6/3/23
Ms. Rekhaa G.	Rekhaa G. 6/3/23

Dr. Lisa Sheba Rani J

Lisa Sheba Rani J
6/3/23

Members

Principal and Chairperson : Dr. Lilian I Jasper
IQAC Coordinator : Dr. Lily Margaret Priya W

Faculty Representatives

Ms. Lizzie P. Angelina – *Vice-Principal*
 Dr. Elizabeth N – *Dean- Shift II*

Controller of Examinations

Ms. T. Regi Thomas – Shift I
 Ms. Mary Ivy Deepa – Shift II

Deans of Academic Affairs

Dr. Zarina – Shift I
 Dr. Anne Beryl Catherine S – Shift II

Deans of Centre for Research and Development

Dr. Gowri Ramesh V – Shift I
 Dr. J Jeba Jesintha – Shift II

Dean, Centre for Women's Studies

Dr. Cynthia Jemima Swarnavalli G

Dean, Centre for Environmental Studies

Dr. Preeti Mehta

Dean, Centre for Institutional Advancement

Dr. V. Narmadha

Convener, Institution's Innovation Council & Librarian (Information Resource Centre)

Dr. Lisa Sheba Rani

Coordinator of International Programs and Student Services

Dr. Nancy Elizabeth D.

Staff Representative for Extension Activities

Dr. Margaret Marie J – Shift I
 Dr. Kanchana Naidu – Shift II
 Ms. Joseph Aleyamma Janet
 Dr. Cordilea Hannah

Human Relations Officer

Ms. Jasmine Vinolia

Student Representatives

Ms. Christina Abraham – President
 Ms. Rekhaa G – PG Rep

**Meeting of the Internal Quality Assurance Cell of the Women's Christian
College held on Monday, 12th April 2023 at 10.00 am in Marjorie Sykes Hall**

The meeting commenced with prayer by Dr Lisa Sheba Rani, Convenor, IIC.

Apologies for absence

Apologies for absence were received from by Dr. Lilian I Jasper, Dr. Zarina, Dr. Mary Ivy Deepa, Dr. Cynthia Jemima Swarnavalli, Dr. Kanchana Naidu

Minutes of the previous meeting

The minutes of the previous meeting held on 06.03.2023 was approved and passed.

Business of the day

IQAC

The IQAC coordinator Dr. Lily Margaret Priya reported the following

- Departments of CST and IT organized an FDP in collaboration with IQAC on "Teaching Contemporary Computing in Tamil on 23.02.2023
- Department of Commerce Accounting & Finance in collaboration with IQAC organized an FDP on "Commerce Terminology in Bilingualism" on 30.03.2023
- Data for AQAR is being consolidated

Research & Development Cell (RDC)

The Dean of Research Dr. V. Gowri Ramesh, reported

- Faculty Development Program on "Writing Proposals for Funded Projects" on 16.03.2023 was conducted by the Research and Development Cell with Dr. S. Poongothai, Head-Clinical Trials Operations, ^{MDRF} Chennai as Resource Person
- Eleanor Journal 2022 has been sent for printing.
- Proposals for CM Projects have been submitted by few faculty on 15.03.2023
- Student Seed Grant - 66 projects have been completed and the bills settled for the same. Executive Summary has been received
- Faculty Seed Grant bills for 13 projects also have been settled, but projects have to be completed by June 2023.

Plans

- International Conference by RDC, IIC, IRC & IQAC will be held on 26th and 27th of July 2023.
- DST FIST Project for PG Science Departments will be uploaded in April 2023.
- To organise FDP's and Workshops for faculty and students.

Centre for Women's Studies (CWS)

- International Webinar on Women empowerment was organised by CWS and PG Department of Mathematics (shift -II). Resource person Ms. Daisy L Callanta President, Jesus Hugs Ministries, Philippines was held on 22.03.2023 using Zoom platform. 100 students from Chemistry and Mathematics department (shift II) participated.
- Invited Talk on 'Limitations are not your Destinations' was organised by the CWS and the Department of PBPB on 24.03.2023. Resource person was Dr. Sarah Karunakaran, Consultant, Projects at Madras School of Social Work. Participants included 100 students from PBPB department.
- An elocution competition commemorating International Women's Day was organised for shift-II students on 24.03.2023 by the Tamil Literary and debate Club and CWS on the topic, 'Role of Women in diverse fields'.
- A special lecture on 'Entrepreneurship & Women Empowerment' was organized on 29.03.2023 by the CWS and Department of Chemistry with Dr. Daniel Chellappa, Eminent Nuclear Scientist, BARC as the resource person. The participants included 200 students from Chemistry, Mathematics, History and Physics departments

Centre for Environmental Studies (CES)

Dr. Preeti Mehta, Dean, CES, reported that on 08.03.2023, CES and the department of Plant Biology and Plant Biotechnology organized an invited talk titled "Urban Greening ...Challenges and Concerns!" by Ms Shobha Menon, Founder, Nizhal, Chennai.

Institution's Innovation Council (IIC)

The Convenor of IIC of WCC, Dr. Lisa Sheba Rani J., reported the following

- Dr. Sheba Lisa Rani, participated in the EPSI's National Conference on "Leveraging Research, Innovation and Digital Learning Technologies for better Educational Inclusion" held on 24.03.2023

- Viveka S, of II B.Sc. Computer Science won the 1st Prize in Talkathon – 2023 (Online), held as a part of a student led workshop on Innovation, organized by IIC, Sacred Heart College (Autonomous), Tirupattur.
- The Rural Entrepreneurship Development Cell (RED) conducted an entrepreneurial awareness program among rural youth on 21.03.2023 at BWDA Arts and Science College, Koliyanganam, Near Tindivanam and on 23.03.2023 at Government Arts and Science College, Nemmeli, Near Mahapalipuram. 65 WCC students participated in the program which included a speech, villupattu, skit and management games to create the awareness.
- The Standard Club organized “Standards Writing Competition” on 29.03.2023. Over 46 students participated in the competition.
- Standard Club organized an online Quiz on ‘Standards and its Importance’ on 30.03.2023 and more than 50 students participated in the quiz.

Plans:

- To organise IGCPARIS 2023 - International Conference on Global Perspectives on Transforming Academics through Research and Innovative Strategies, July 26th and 27th, 2023 jointly with Research and Development Cell, Information Resource Centre & Internal Quality Assurance Cell.
- To complete the activities listed in the MoE’s Institution Cell calendar under Q3 and Q4 activities.

Information Resource Centre

The Librarian, Dr. Lisa Sheba Rani J., reported the following

- Subscription to Turnitin Plagiarism detection tool will be in effect from 06.03.2023 to 05.03.2024.
- Training on Turnitin Instructor Onboarding was given on 21.03.2023 to the first batch consisting of 46 faculty members. The rest of the faculty will be trained in the following months.
- Dr. Lisa Sheba Rani served as the Resource person in the International FDP on “Enhancing the Teaching Proficiency of Faculty Members” organized by S.I.V.E.T College, Chennai on the topic “E-Books and E-Journals: Effective tools for Teaching” on 30.03.2023.

- Library has integrated the 'Question Bank' of End of Semester Examination question papers into the library LMS. Students can refer the Question Bank online using the Library Mobile App and from dedicated systems provided in the library.

Plans :

- Google site creation is in process to provide 24/7 access to Question Bank.
- Book Club will be formed to connect readers with the library resources.
- Indexing & digitizing of all the photographs collected from the College Archives

Placement Cell

Ms. Mercy Evangeline reported the following regarding activities of the placement cell

- Placements for the academic year 2022 – 2023 started from the month of July 2022. Till date, totally 27 companies have visited WCC for campus placements. The recruitment Process for 23 companies are over and 4 companies are ongoing.
- Totally 1693 students from both the shifts participated in recruitment process, of which 202 students have been placed.
- The highest salary package is 9.07 lakhs per annum offered by Barclay's and lowest salary package is 2.25 lakhs per annum offered by MovateINC. The average salary is 4.39 lakhs per annum.
- 5 seminars were arranged for the students on different topics such as Building Employability Skills, Eye Opener course on IAS Exams and Coaching Classes for Group I and Group II Courses by Employment Exchange, Tamil Nadu.
- Youth employment programme for underprivileged (SC) students was conducted by TCS. 45 students from Shift II departments attended the program of which 13 students got placed. Along with the training program, TCS has opened TCS ION Career Edge Young Professional Course and 34 students have completed the course.
- Deloitte conducted a Graduate School Maverick Season 7 – All India Case Study Competition. 4 students from B.Com II year got selected and they progressed till the semi-finals.
- Superset Software has been purchased to maintain the placement details database of the 2020 – 2023 batch.

International Program Office and Student Services

The Coordinator, International Programmes Office and Student Services, Dr. Nancy Elizabeth G. reported that the following

- The Office of the International Program and Student services, WCC signed a MOU with the University of Cyberjaya, Malaysia.
- 26 students will be participating in the 15 days Hybrid Inbound mobility program at UOC, Malaysia in the month of May 2023.
- The Office of International Program and Student Services is in the process of signing a MOU with the Payap University, Thailand which offers International Certificate Courses on International Business Management, Hotel Management and Music Theory
- All courses are of 60 hours duration with 5 hours online and 55 hours (10 days) on campus at Payap University, Thailand
- The following 6 students were selected after interview held on 13th March, 2023 for the LeTourneau University Semester abroad program, Spring 2023

S.NO	REG NO	NAME
1	22ENG48	R. RHEA ABIGAIL
2	22PSY26	LEAH CRYSTAL ISAAC
3	22PSY31	NAYONIKA ARJUN
4	22PSY38	SAMRITHA S.
5	22PSY41	SHRI ABHINAYA K. R.
6	22MAT07	BHAVADHARANI N.

- The selected students had a discussion with the Director of International Collaborations, LeTourneau University, Ms. Suma Jayakar, along with the Principal and the staff of the International Program and Student Services office on 14.03.2023. Ms. Suma cleared all the doubts and queries of the students and explained about the program in detail.
- The six selected students have registered for the semester abroad program in the LeTourneau University Portal and started their visa processing.

There being no other business the meeting was adjourned.

L. H. Jayakar

L. H. Jayakar

Members	Signature
Dr. Lilian I Jasper	
Dr. Lily Margaret Priya	Lily
Ms. Dr. Lizzie P. Angelina	P. Lizzie Angelina
Dr. Elizabeth N	Elizabeth 12.4.23
Ms. T. Regi Thomas	Regi T.
Ms. Mary Ivy Deepa	
Dr. A Zarina	
Dr. Anne Beryl Catherine S	Anne Beryl 12/4/23
Dr. Gowri Ramesh V	Gowri Ramesh
Dr. J Jeba Jesintha	Jeba Jesi 12/4/23
Dr. Cynthia Jemima Swarnavalli G	
Dr. Preeti Mehta	Preeti 12/4/23
Dr. Narmadha V	Narmadha 12/4/23
Dr. Nancy Elizabeth D	Nancy Elizabeth 12.4.23
Dr. Margaret Marie J	Margaret Marie
Dr. Kanchana Naidu	
Ms. Joseph Aleyamma Janet	Janet 12.4.23
Dr. Cordilea Hannah	Cordilea 12/4/23
Dr. Mary Pramela	Mary Pramela 12/4/23
Ms. Sweetlyn Moses	Sweetlyn Moses 12/4/23
Ms. Mercy Evangeline	Mercy 12/4/23
Dr. Lisa Sheba Rani	Lisa Sheba Rani 12/4/23
Dr. Priya Iyer	Priya Iyer 12.4.23
Dr. Ramalechume	C. Ramalechume
Ms. Jasmine Vinolia	Jasmine Vinolia 12/4/23
Ms. Christina Abraham	Christina Abraham
Ms. Rekhaa G.	Rekhaa G.

Members

Principal and Chairperson	:	Dr. Lilian I Jasper
IQAC Coordinator	:	Dr. Lily Margaret Priya W
Local Society Representative	:	Dr. Indra Rajasingh
	:	Dr. Robinson Thamburaj
Management Representative	:	Ms. Lita Srinivasan
Industry Expert	:	Mr. Moses K
Alumnae	:	Dr. Betsy Selvakumar
	:	Dr. Jayanthi Richard

Faculty Representatives

Ms. Lizzie P. Angelina – *Vice-Principal*
 Dr. Elizabeth N – *Dean- Shift II*

Controller of Examinations

Ms. T. Regi Thomas – Shift I
 Ms. Mary Ivy Deepa – Shift II

Deans of Academic Affairs

Dr. Zarina – Shift I
 Dr. Anne Beryl Catherine S – Shift II

Deans of Centre for Research and Development

Dr. Gowri Ramesh V – Shift I
 Dr. J Jeba Jesintha – Shift II

Dean, Centre for Women's Studies

Dr. Cynthia Jemima Swarnavalli G

Dean, Centre for Environmental Studies

Dr. Preeti Mehta

Dean, Centre for Institutional Advancement

Dr. V. Narmadha

Convener, Institution's Innovation Council & Librarian (Information Resource Centre)

Dr. Lisa Sheba Rani

Coordinator of International Programs and Student Services

Dr. Nancy Elizabeth D.

Staff Representative for Extension Activities

Dr. Margaret Marie J – Shift I
 Dr. Kanchana Naidu – Shift II
 Ms. Joseph Aleyamma Janet
 Dr. Cordilea Hannah

Human Relations Officer

Ms. Jasmine Vinolia

Student Representatives

Ms. Christina Abraham – President
 Ms. Rekhaa G – PG Rep

Meeting of the Internal Quality Assurance Cell

Women's Christian College, Chennai - 6

held on Thursday, 11th May 2023 at 10.00 am in Marjorie Sykes Hall

The meeting commenced with prayer by Dr Lizzie Angelina, Vice Principal.

Apologies for absence

Apologies for absence were received from by Dr. Jeba Jesintha, Dr. Ramalechume, Dr. Punitha, Dr. Jayanthi Richard, Dr. Indra Rajasingh, Dr. Sheba Sangeetha Jayaraj, Dr. A. Zarina, and Dr. Ann Beryl Catherine

Minutes of the previous meeting

The minutes of the previous meeting held on 12.04.2023 was approved.

Business of the day

Principal Dr. Lilian I Jasper, announced that Ms. Jasmine Vinolia had resigned and that Ms. Susan Shiny has taken over as HR

IQAC

The IQAC coordinator, Dr. Lily Margaret Priya W reported that the college went through an Academic Audit on the components of NAAC criterion namely Research, Innovation and Extension on 17th and 20th February 2023. Prof. Paul Appasamy, Dr. Anand A. Samuel, Dr. Roop Singh and Dr. Indra Rajasingh conducted the audit. The audit experts interacted with the departments on research initiatives and went through the activities of the Institutions Innovation Council and the Extension activities. They expressed their appreciation regarding IIC activities and Extension activities. With regard to the research activities of the college, they mentioned that enhancing research would be vital for our institution's future and gave the following suggestions

- Faculty can carry out collaborative, interdisciplinary, multidisciplinary research that would result in publications in Scopus / Web of Science journals
- Faculty can apply for funding by submitting proposals periodically to relevant agencies
- Faculty can support students in converting the findings of students project work into publications

The IQAC Coordinator presented plan of action given by all the UG and PG departments based on the feedback and suggestions of the audit experts.

The IQAC Coordinator reported that the plan of action of IQAC for the year 2023 -2024 are as follows:

- Orientation for new faculty members
- FDPs for faculty and non-teaching staff
- Academic audit
- International Conference in collaboration with RDC, IIC and IRC
- Systematic collection and management of data from departments and the academic and administrative centres of college in preparation for submission of data for NIRF, AISHE & NAAC

Centre for Research and Development

The Dean of Research Dr. V. Gowri Ramesh, reported that the plan of action of the Research and Development Cell for the year 2023 -2024 are as follows:

- International Conference on “Global perspectives on transforming academics through research and innovative strategies” on July 26th and 27th, jointly organized with IRC, IIC and IQAC
- To organize Workshops and FDP’s for Faculty and Students
- To organize a National Conference/Seminar
- To constitute the Internal Research Advisory Board
- To encourage more Publications/Proposals for Funded Projects
- To encourage faculty and students to apply for Seed grant funding

Centre for Women’s Studies

The Dean of Women’s Studies Dr. Cynthia Jemima Swarnavalli, who is completing her tenure reported the following plans for 2023-2024:

- A seminar on relationship psychology by Sangeetha Magesh
- Offering certificate course in NGO management in the odd semester

The plans of the Dean of Women's Studies Dr. Punitha for the academic year 2023-2024 are as follows

- Planning to have one event every month in collaboration with one or two departments
- Know Your Rights – A Legal awareness programme for Students in association with the Departments of PG Communication, PG International studies and History will be organised in July 2023.
- The Centre will send Research proposal for conducting capacity building programme for young women in Rural/Government Colleges to the Ministry of Women and child development.
- Various projects focussing on improving mental health literacy and mental wellbeing among youth will be organised in association with SCARF Schizophrenia Research Foundation, Chennai.
- In association with the IRC small gatherings will take place and book reading and reviews will be held on books dealing with women's issues.
- Street plays, skits and flash mobs will be done periodically in the campus to raise awareness on various women's issues.
- There will be special competitions and events organised to celebrate International women's day on March 8, in WCC.
- Will work with the Centre for Environmental studies and apply for a collaborative research grant on uplifting women in coastal areas.
- A panel discussion on Cyber Crimes against women and how to handle it will be held.

Centre for Environmental Studies (CES)

Dr. Preeti Metha, Dean of Environmental Studies reported that the Centre for Environmental Studies and the Department of Plant Biology and Plant Biotechnology organized an Invited

talk titled "Urban Greening ...Challenges and Concerns!" by Ms Shobha Menon, Founder, Nizhal on 8.3.2023 in the Benedicta Rowe Hall, Centenary building.

Dr. Preeti Metha presented the following as the plans of CES for the academic year 2023-2024

- One faculty development program for teaching faculty
- One program for non-teaching staff
- One community based project in collaboration with an NGO
- Intercollegiate competition for women in city and district colleges
- To organise various interdepartmental competitions for WCC students
- Assembly programs for students
- Exhibitions in collaboration with shift II departments

Centre for Institutional Advancement

Dr. Narmadha, the coordinator of the Centre for Institutional Advancement reported that the center plans to conduct the following in the academic year 2023-2024

- training for Competitive Exams like Bank exams, SSC and TNPSC
- training for IAS aspirants
- Skill development programs

Institution's Innovation Council (IIC)

The Convenor of IIC of WCC Dr. Lisa Sheba Rani J., reported that the Institution's Innovation Council planned the following activities for the academic year 2023-2024;

- ICGPARIS 2023 - International Conference on Global Perspectives on Transforming Academics through Research and Innovative Strategies on July 26th and 27th, 2023 jointly organized by Research and Development Cell, Information Resource Centre, Institution's Innovation Council & Internal Quality Assurance Cell of WCC
- To complete the Q3 and Q4 activities of the calendar shared by MoE's Institution Cell.

Information Resource Centre (IRC)

The Librarian, Dr. Lisa Sheba Rani J., reported that the plan of action of the Information Resource Centre for the academic year 2023-2024 included the following:

- International Conference on Global Perspectives on Transforming Academics through Research and Innovative Strategies on July 26th and 27th, 2023 jointly organized by Research and Development Cell, Information Resource Centre, Institution's Innovation Council & Internal Quality Assurance Cell.
- Initiating Book Club
- Hands on training programs on e-Resources usage
- Hands on training on Turnitin Plagiarism Detection tool
- Meet the Authors Sessions
- Book Reviews/Book Launches
- 2 offline events on soft skill training in collaboration with British Council Library, Chennai

International Programs Office and Student Services

Dr. Nancy Elizabeth D the Coordinator of International Programs Office and Student Services reported that the following activities are planned for the academic year 2023-2024:

- Aiming to prepare students for the future with a global mindset
- To conduct collaborative academic programs with renowned universities and professional organizations across countries
- To have more international short-term courses
- To start collaborative research with the international universities where joint research and sharing of resources are feasible
- To increase faculty exchange and visiting scholars from universities abroad to facilitate faculty professional development

- To establish MOU with European universities
- Planning to facilitate several international student exchange programs in Canada
- In the years ahead the college intends to forge collaborations with more universities in Australia, Europe, South East Asia and Middle East
- Planning to enable students to take short term certificate courses offered by Payap University, Thailand and James Cook University, Singapore in August 2023
- Planning to have student exchange programs and semester abroad programs with Trinity Western University, Canada in the upcoming academic year

Suggestions from Members

The Principal suggested that the faculty can publish papers on the Teaching Methodologies followed in the departments. She also recommended a FDP on effective usage of ChatGPT in teaching can be organized for the teaching faculty of all departments.

Dr. Betsy also encouraged the departments to undertake the Interdisciplinary Projects and publish Research Papers on various Teaching Methodologies.

Dr. Robinson suggested the following

- To ensure that 3 months prior to an international conference permission is obtained from the Ministry of External Affairs for the International Resource persons and that NRIs should pay for the conference and show the papers during immigration.
- With a budget of Rs 2,00,000/- a support system for Visually challenged students can be set up in the Library with software like JAWS that reads the screen content, Open Book which converts a book in to an Audio file and a scanning software.

Mr. Moses, MD Allison Transmission, stated that his company will be able to

- offer financial support for setting up the support system suggested by Dr. Robinson for visually challenged students and help in getting a 40% discount on purchase of smart boards as his company has a tie up with Samsung

- offer internships for WCC students from any department round the year at Allison Transmission and that based on their performance they will recruit some of the students for onsite opportunity in USA.
- offer funding for Digitization
- organise campus interviews
- provide short term Projects for Computer Science graduates
- help in arranging for seminars with international resource persons

There being no other business the meeting was adjourned.

L. Hange.

Lobani Tager
22.8.23

Members	Signature
Dr. Lilian I Jasper	Lilian Jasper
Dr. Lily Margaret Priya	Lily
Dr. Indra Rajasingh	
Ms. Lita Srinivasan	Lita Srinivasan
Mr. K Moses	K Moses
Dr. Robinson Thamburaj	Robinson Thamburaj 11.05.23
Dr. Betsy Selvakumar	Betsy
Dr. Jayanthi Richard	Jayanthi Richard
Ms Dr. Lizzie P. Angelina	P. Lizzie Angelina
Dr. Elizabeth N	Elizabeth
Ms. T. Regi Thomas	Regi Thomas
Ms. Mary Ivy Deepa	Mary Ivy Deepa
Dr. A Zarina	
Dr. Sheeba Sangeetha Jayaraj	
Dr. Anne Beryl Catherine S	
Dr. Gowri Ramesh V	Gowri Ramesh
Dr. J Jeba Jesintha	
Dr. Cynthia Jemima Swarnavalli G	Cynthia Jemima Swarnavalli G 11/5/23
Dr. Punitha	
Dr. Lisa Sheba Rani	
Dr. Preeti Mehta	Preeti Mehta 11/5/23

Dr. Narmadha V	V Narmadha
Dr. Nancy Elizabeth D G.	Nancy Elizabeth D G.
Dr. Margaret Marie	Margaret Marie
Dr. Kanchana Naidu	V Kanchana
Ms. Joseph Aleyamma Janet	J. Aleyamma Janet 11/5/23
Dr. Cordilea Hannah	Cordilea Hannah 11/5/23
Dr. Mary Pramela	Mary Pramela 11/5/23
Ms. Sweetlyn Moses	Sweetlyn Moses
Ms. Mercy Evangeline	Mercy Evangeline
Dr. Priya Iyer	Priya Iyer 11/5/23
Dr. Ramalechume	
Ms. Jasmine Vinolia	Jasmine Vinolia
Ms. Christina Abraham	
Ms. Rekhaa G.	