

**Providence College for Women (Autonomous), Coonoor**  
**The Internal Quality Assurance Cell (IQAC)**  
**Annual Report 2022-2023**

The IQAC of the college in the institution's 'Stronghold' which represents the college to the UGC and the lubricating fulcrum which sees to the smooth functioning of the institution.

Composition of IQAC team from the year 2021 onwards

Rev. Sr. Dr. Sheela V.J. (Principal)	: Chairperson
Dr. Savidha R.	: Coordinator
Dr. Jyothi M.	: Member
Dr. Kavitha Kumaran	: Member
Dr. Beulah S.	: Member
Dr. Gomathi M.	: Member
Dr. Preethi T.	: Member
Mr. Karthikeyan R.	: Member
Sr. Arockia Mary J.	: Administrative staff / Management Representative
Ms. Mary Vinolia C.	: Administrative staff

**Extended members of IQAC**

Mr. Khivraj Sancheti	: Industrialist
Ms. Yasmin Imtiaz	: Industrialist
Ms. Samantha Iyanna	: Alumni Representative
Ms. Subashini Ganapathi	: Alumni Representative
Mr. Amirtharaj L.	: Well wishers
Mr. Ramakrishnan N.N.	: Well wishers

**Student Representatives**

Ms. Ashi Maria	: Student Representative
Ms. Adaharsh	: Student Representative
Ms. Ilakiya V	: Student Representative
Ms.Lashmini.A	: Student Representative
Ms.Sandra.S	: Student Representative

## **Events of the Year**

### **Students' Orientation**

The IQAC organised a Student Orientation on the 18<sup>th</sup> of July as an initiation for the freshers to get acquainted with the goals and objectives of the institution and its functioning mode and what is expected of them and from their caregivers. This programme had medical practitioners as chief guests. Practising psychiatrists, Dr. Poornajith M.D. and Dr. Ramesh M.D., addressed the students on the challenges of student life, the road that lay ahead of them and about the role of parents.

### **Students Induction Programme**

The IQAC organised a week-long Induction Programme from the 19<sup>th</sup> of July to the 27<sup>th</sup> of July, through the Department of English of the College, where students were introduced to the system of regular functioning of the institution and to have a firsthand experience of college life through this interactive and participative programme. To mention a couple of salient features of this event is **English communication** and soft skills.

### **Guidance and Career Guidance (Institution's Distinctiveness)**

The IQAC's new initiative 'Guidance and Career Guidance' was sequenced as Aptitude Skills for second year students. Soft Skills and Communication for the first-year students. Intensive Placement Training and **job interviews** for the final year students. These sessions are assigned to suit the need of the students and also to assess and diagnose the day-to-day problems of the youth.

### **IQAC Internal Audit**

The Internal Academic Audit for the year 2021- 2022 was conducted by the IQAC team along with the Secretary and Principal of the college on the 16<sup>th</sup> and 17<sup>th</sup> of June 2022 for all the departments, clubs and committees. The follow-up audit for rectification was conducted during the month of September between 22.09.2022 and 24.09.2022.

### **Staff Orientation "Walk the Talk"**

During the commencement of the semester, the IQAC organised a two-day Orientation Programme namely, "Walk the Talk" on the 5<sup>th</sup> and 6<sup>th</sup> of January 2023, for the faculty with Rev. Sr. Dr. Sheela V. J., Principal as the Resource Person. Principal's motivational, self-introspective talk was followed by a session addressed by Dr. Savidha R. on the NAAC manual and its essential requirements titled as "An Outline of NAAC Accreditation Framework".

### **Provi Gazette**

The IQAC Newsletter, Provi Gazette is an initiative of the IQAC from last year which is completely designed, organised and edited by our student representatives of the IQAC, and they prepared this current edition and will be continuing this good effort in the following years to come. Its first edition was published on 20.01.2023.

### **Twin College Meet**

Providence College for Women (Autonomous) and Jyoti Nivas College Autonomous had a twin college meet on the 27<sup>th</sup> of January 2023 for an academic collaboration. An MoU was signed by the principals of both institutions in this regard. A detailed discussion on the above collaboration happened between the HoDs and the IQAC members of both the colleges.

### **Extended IQAC Committee Meeting**

Extended IQAC committee meeting was organised on 2<sup>nd</sup>, February 2023, during which the external members and well-wishers shared and discussed their role in the welfare of the institution. They had an interaction with a number of students picked at random from different departments in this regard. The main objective was the skill development programmes and the student support provided by the college. The ideas and suggestions shared by the external members were noted for analysis and will be implemented for further progress.

### **IQAC Team visited Government Arts College Coimbatore (Autonomous)**

The IQAC team visited the Government Arts College, Coimbatore on 13<sup>th</sup> February 2023, and it was a fruitful time spent with Dr. Sudhir Muhammad the IQAC Coordinator of the College, who helped our IQAC team with the queries in the NIRF Ranking application and the smooth functioning of IQAC documentation and NAAC requirements. The major outcome of this interaction is the External Academic Audit.

### **NIRF Seminar**

The IQAC organised a One Day Seminar titled, “NIRF Goal Post - Methodologies and Attainment” for the staff and selected nodal officers from each department to work towards the NIRF ranking of the institution. Dr. N. Kavitha, Nodal Officer for NIRF from Nehru College of Arts and Science, Coimbatore was the resource person. The resource person introduced us to the respective modes of calculation followed for the NIRF ranking of HEIs and its corresponding formulas which were beneficial.

### **External Academic Audit (Best Practice of the Year)**

As an essential step from the IQAC to maintain academic standard, an External Academic Audit was conducted for the departments. Academic audit is a tool to estimate the adequacy of academic inputs and to enhance the quality of each department’s programmes. The academic audit has helped improve useful practices such as upgradation of syllabus, restructuring of the website to highlight the accomplishments of the institution and the skill development programmes.

### **Online Feedback (Student Satisfaction Survey) through Website.**

This is yet another initiation of the IQAC namely a Student Satisfaction Survey (SSS) carried out through the college portal. This enables a constant monitor on the feedback received from the students, invariably both their commendations as well as critical assessments which serves as a spur to growth.

### **Regular Practices of IQAC**

Data submitted to AQAR, NIRF and AISHE for the year 2021-2022 in the required format.

**IQAC Meetings**

In addition to three quarterly meetings with the main administrative bodies of the college, the IQAC team meets every first day order to systematize the functioning of IQAC.