



AIMAN COLLEGE OF ARTS AND SCIENCE FOR WOMEN

(Sponsored by : AIMA EDUCATION AND WELFARE SOCIETY)

(Affiliated to Bharathidasan University)

(Recognized by UGC under section 2(f) & 12 (B))

(ISO 9001:2015 Certified Institution)

K. Sathanur, Tiruchirappalli - 620 021.

Email : principal@aimancollege.edu.in

Website : www.aimancollege.edu.in

Ph : +91 73395 48002, 73050 37889, 73050 37891

Meeting No: 3

Date: 15/12/2023

IQAC MEETING NOTICE AND AGENDA

A Meeting of Internal Quality Assurance Cell (IQAC) Of AIMA College of Arts and Science for women, Trichy, will be held at 3-00 pm on 21st December, 2023.

AGENDA:

1. Reading of minutes of the previous meetings
2. Actions taken on the minutes.
3. New initiatives for quality enhancement.

The Composition of the IQAC as follows: -

S.No	Name of the Members	Designation	Signature
1	Dr. B.Vani	Chairperson	B. Vani
2	Janab. M.Y.Habibullah	Management Representative	Janab. M.Y.Habibullah
3	Dr. M. Munafur Hussaina	Senior Administrative Officer, Vice Principal, HOD, Dept. of Computer Science	M. Munafur Hussaina
4	Mrs.K.Hussain Banu	Admin-Office Superintendent	K.Hussain Banu
5	Mrs.B.Fahameda Thabaseem	IQAC Coordinator, Vice Principal & HOD, Dept. of Computer Applications	B.Fahameda Thabaseem 15/12/2023
6	Mrs.G. Revathi	HOD, Dept. of Commerce.	G. Revathi
7	Mrs.M.Jasmin Uhanitha	HOD, Dept. of Food Service Management & Dietetics	M.Jasmin Uhanitha
8	Dr.K.Sumathy	HOD, Dept. of English	K. Sumathy
9	Dr.N.Fiverose	HOD, Dept. of Business Administration	N. Fiverose



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S.NO	NAME OF THE MEMBERS	DESIGNATION	SIGNATURE
10	Dr.S.Malathi	HOD, Dept. of Mathematics	
11	Ms. K.Nandhini	HOD, Dept. of Apparel and Fashion Technology	
12	Dr.K.Kalpana	HOD, Dept. Commerce with CA	
13	Ms.Zulaikha Beevi	HOD, Dept. of Psychology	
14	Janab Kazi Dr.A.M.M Kader Buksh Husain Siddiqi	Representative from Local Society	
15	Janab M.K.M. Usman	Representative from Local Society	
16	Janab S.M.I Mohamed Ismail	Representative from Industry	
17	Dr.A.R.Mohamed Shanavas	Representative from Other Institution	
18	Mrs.Shajitha	Alumnae Representative	
19	K.Jamila Aasmin-III BBA	Student Representative	
20	K.Shanmugapriya-III N&D	Student Representative	



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Academic Year: 2023-2024

Date: 21/12/2023

MINUTES OF THE MEETING OF IQAC HELD ON 21st December 2023

Meeting of Internal Quality Assurance Cell (IQAC) of AIMAAN College of Arts and Science for women, Trichy, was held at 3:00pm on 21st December 2023 in Mini Conference Hall.

1. Dr. B. Vani, Chairperson welcomed the members of IQAC committee. Detailed discussion on each of the agenda item was discussed and following resolutions were made.

2. Confirmation of minutes of previous meeting:

Mrs.B.Fahameda Thabaseem read the minutes of meeting held on 3rd July 2023. The minutes were confirmed and signed by the Chairperson, Dr. B.Vani.

3. Implementation Details:

The following actions were taken on the resolutions passed in the previous meetings.

- a) The Department of English will arranged an industrial visit to Coimbatore on October 10, 2023, in order to enhance practical knowledge on subjects and environmental issues.
- b) The Department of BBA and IIC jointly organized a field trip to a cow factory on Madurai Road to enhance students knowledge.
- c) The book club and library organize a library tour for students to enhance their ideas about libraries and how to use them.
- d) Students participated in the intercollege competitions SWAP2K23 held on October 10, 2023, at Jamal Mohammed College.
- e) The Department of N&D signed a MOU on the topic of biogas production with G.M. Srinivasan, Managing Director, Petrochemical Technologist Galileovasan Offshore, and R & D Pvt. Nagapattinam.
- f) The Department of Library conducted a one-day national-level seminar on the topic of intellectual property rights by Dr. M. Dorairajan Former Librarian of St. Joseph College, Trichy.



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- g) Department of Arabic celebrated Meelad day on 03.10.2023
- h) Inaugural Ceremony of Manavar Mandram Thuvakka Vidha in our campus by Honorable Minister Thiru **Anbil Mahesh Poyyamozhi, Minister of School Education, Tamil Nadu.**
- i) IQAC organized 6 Days Faculty Development Programme on “Strategies for Sustainable Advancement and Dynamic Equilibrium” on 14.11.2023 to 21.11.2023.
- j) All Department have conducted 1 week Value added courses.

4. Major Decision on Quality Initiatives:

- a) Planned to submit IQA in February 2024
- b) All necessary documents is to be reviewed with external academic expertise.
- c) Plan additional courses (Library Science, Yoga etc.,) to help all UG and PG students improve their skills.
- d) Plan an industry visit for all students to obtain practical experience with courses and environmental challenges.
- e) Plan an educational tour for students to promote environmental art and increase knowledge of their streams.
- f) Organize sports day and fine arts day celebrations to engage students.
- g) Plan a College Day celebration to honour the institution's accomplishments.
- h) Organize an intercollegiate Kabaddi and basketball tournament to promote student sportsmanship.
- i) Plan a placement drive campaign to assist final-year students in finding employment when they graduate also for training and internship
- j) Incubation team to be improved
- k) Plan for the interschool competition.
- l) Plan a book fair at the library to help pupils improve their knowledge.
- m) Plan to organize FDP for Emphasizing the SWOC on Internal Quality.
- n) Plan to conduct NAAC External Review Meeting.
- o) Plan to conduct workshop on Cyber Security
- p) Plan to conduct NAAC Criterion Internal Audit.

Uthamanthi
21/12/2023
IQAC COORDINATOR.

[Signature]
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Meeting No: 2

Date:01/09/2023

IQAC MEETING NOTICE AND AGENDA

A Meeting of Internal Quality Assurance Cell (IQAC) Of AIMAAN College of Arts and Science for women, Trichy, will be held at 3-00 pm on 04th September, 2023.

AGENDA:

1. Reading of minutes of the previous meetings
2. Actions taken on the minutes.
3. New initiatives for quality enhancement.



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Academic Year: 2023-2024

Date: 04/09/2023

MINUTES OF THE MEETING OF IQAC HELD ON 04 September 2023

A Meeting of Internal Quality Assurance Cell (IQAC) of AIMA College of Arts and Science for women, Trichy, was held at 3-00 pm on 04 September 2023 in Mini Conference Hall.

Following members were present for the meeting:

S.NO	NAME OF THE MEMBERS	DESIGNATION	SIGNATURE
1	Dr.M.Munafur Hussaina	Chairperson	
2	Janab.M.Y.Habibullah	Management Representative	
3	Dr.M.Munafur Hussaina	Senior Administrative, Vice Principal, &HOD, Dept.of Computer Application	
4	Mrs.K.Hussain Banu	Admin-Office Superintendent	
5	Mrs.B.Fahameda Thabaseem	IQAC Coordinator Vice Principal&HOD, Dept.of Computer Application	 04/09/2023
6	Mrs.K.Kalpana	HOD, Dept.of Commerce	
7	Mrs.M.Jasmin Uhanitha	HOD, Dept of Nutrition & Dietetics	
8	Dr.K.Sumathy	HOD, Dept.of English	
9	Dr.V.Sumathi	HOD, Dept.of Business Administration	
10	Mrs.C.Priya	HOD, Dept.of Mathematics	
11	Ms.Nandhini	HOD, Incharge Dept.of Apparel and Fashion Technology	
12	Mrs.Krithika	HOD, Dept of Commerce with Computer Application	
13	Ms.Zulaikha Beevi	HOD, Dept of Psychology	
14	Janab.Kazi.A.M.M.Kader Buksh Hussain Siddiqi M.A.,	Representative from Local Society	
15	Janab.M.K.M.Usman	Representative from Local Society	
16	Janab.S.M.I.MohamedIsmail	Representative from Industry	



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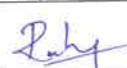
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S.NO	NAME OF THE MEMBERS	DESIGNATION	SIGNATURE
17	Dr.A.R.Mohamed Shanavas	Representative from other institution	
18	Mrs.Shajitha	Alumnae Representative	
19	A.Ruhaiya Saffrin-II.M.Com	Student Representative	
20	M.Marjuka Banu-III BCA	Student Representative	



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Academic Year: 2023-2024

Date: 04/09/2023

MINUTES OF THE MEETING OF IQAC HELD ON

04th September 2023

Meeting of Internal Quality Assurance Cell (IQAC) of AIMA College of Arts and Science for women, Trichy, was held at 3:00pm on 04th September 2023 in Mini Conference Hall.

1. Dr.M.Munafur Hussaina Chairperson welcomed the members of IQAC committee. Detailed discussion on each of the agenda item was discussed and following resolutions were made.

2. Confirmation of minutes of previous meeting:

Mrs.B.Fahameda Thabaseem read the minutes of meeting held on 7th June 2023. The minutes were confirmed and signed by the Chairperson, Dr.M.Munafur Hussaina

3. Implementation Details:

The following actions were taken on the resolutions passed in the previous meetings.

- Anti-Ragging Week also celebrated The chief guest would be Mr. Suresh Kumar, Assistant Commissioner of Police, K.K. Nagar Zone, Trichy.
- Our college celebrated National Librarian Day on August 9, 2023.
- To commemorate Geneva Convention Day, YRC and CCC arranged a rally at St. John's Vestry Anglo Indian School on August 12, 2023.
- To commemorate World Cultures Day, hold an exhibition to showcase our Nation's culture on August 17, 2023.
- On World Entrepreneurs Day, the BBA and IIC departments collaborated to host a special event on how to grow entrepreneurship with speakers Ar. Deepu and D. Lakshmi, Founder of Deep Sea Dine Multi Cuisine Live Sea Food Restaurant and Principal Architect at Archi Dee Signs Trichy.
- IQAC organized field trip for all the First year student.



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g)The Physical Education team organized the basketball tournament” **The Jumpers”** held on September 2, 2023, in our college campus by judge Dr.Nallusamy Annavi, International Athlete and National Coach, Southern Railway, Tiruchirappalli.

4.Major Decision on Quality Initiatives:

- a) Plan to Organize Library tour
- b) Plan to Celebrate Meelad day
- c) Various Department are planned to sign Mou
- d) Plan to conduct One day National level Seminar
- e) Motivated student to participate in intercollege competition in various colleges
- f) Plan to organize various department activities in collaboration with IIC

Dr. Hanudha Thangaraj
IQAC COORDINATOR

Dr. Nallusamy Annavi

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Meeting No: 1

Date: 01/06/2023

IQAC MEETING NOTICE AND AGENDA

A Meeting of Internal Quality Assurance Cell (IQAC) Of AIMAN College of Arts and Science for women, Trichy, will be held at 3-00 pm on 07th June, 2023.

AGENDA:

1. Reading of minutes of the previous meetings
2. Actions taken on the minutes.
3. New initiatives for quality enhancement.

The Composition of the IQAC as follows: -

S.No	Name of the Members	Designation	Signature
1	Dr. A.V.K.Shanthi	Chairperson	
2	Janab. M.Y.Habibullah	Management Representative	
3	Dr. M. Munafur Hussaina	Senior Administrative Officer, Vice Principal, HOD, Dept. of Computer Science	
4	Mrs.K.Hussain Banu	Admin-Office Superintendent	
5	Mrs.B.Fahameda Thabaseem	IQAC Coordinator, Vice Principal & HOD, Dept. of Computer Applications	 01/06/2023
6	Mrs.G. Revathi	HOD, Dept. of Commerce.	
7	Mrs.M.Jasmin Uhanitha	HOD, Dept. of Food Service Management & Dietetics	ABSENT
8	Dr.K.Sumathy	HOD, Dept. of English	
9	Dr.V.Sumathi	HOD, Dept. of Business Administration	
10	Mrs.C.Priya	HOD, Dept. of Mathematics	
11	Ms. K.Nandhini	HOD, Dept. of Apparel and Fashion Technology	
12	Mrs.Krithika	HOD, Dept. Commerce with Computer Applications	



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13	MsZulaikha Beevi	HOD, Dept. of Psychology	<i>M. Zulaikha</i>
14	Janab Kazi Dr.A.M.M Kader Buksh Husain Siddiqi	Representative from Local Society	<i>Rafana</i>
15	Janab M.K.M. Usman	Representative from Local Society	<i>Usman</i>
16	Janab S.M.I Mohamed Ismail	Representative from Industry	<i>S.M.I. Mohamed Ismail</i>
17	Dr.A.R.Mohamed Shanavas	Representative from Other Institution	<i>Dr. A.R. Mohamed Shanavas</i>
18	Mrs.Shajitha	Alumnae Representative	<i>Shajitha</i>
19	K.Jamila Aasmin-III BBA	Student Representative	<i>Jamila Aasmin</i>
20	K.Shanmugapriya-III N&D	Student Representative	<i>Shanmugapriya</i>



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Academic Year: 2023-2024

Date: 07/06/2023

MINUTES OF THE MEETING OF IQAC HELD ON 07th June 2023

Meeting of Internal Quality Assurance Cell (IQAC) of AIMAN College of Arts and Science for women, Trichy, was held at 3:00pm on 07th June 2023 in Mini Conference Hall.

Mrs.Jasmin Uhanitha could not attend the meeting and sought leave of absence.

1. Dr. A.V.K.Shanthi, Chairperson welcomed the members of IQAC committee. Detailed discussion on each of the agenda item was discussed and following resolutions were made.

2. Confirmation of minutes of previous meeting:

Mrs.B.Fahameda Thabaseem read the minutes of meeting held on 10th April 2023. The minutes were confirmed and signed by the Chairperson, Dr. A.V.K.Shanthi

3. Implementation Details:

The following actions were taken on the resolutions passed in the previous meetings.

- a) Admission for the year 2023-2024: The Chairman informed that the new courses introduced – Bcom (CA), BSc. Psychology and MSc. Food Service Management & Dietetics had a good response and admission are excellent.
- b) The Alumnae Association Meet organized in an online mode on July 17, 2023.
- c) Fresher's Day was scheduled for all first-year students on July 19, 2023 to increase student involvement
- d) All final-year students participated in a placement program to help them find employment after graduation.
- e) On June 7, 2023, the Department of N&D hosted the "Food Safety Day" Awareness Programme.
- f) The Physical Education department participated in the "Athletic Meet-2023" held on July 26, 2023 at Anna Stadium in Tiruchirappalli.



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- g) Few students have been admitted to the UG BSc (Psychology) degree.
- h) Improved college campus infrastructure by constructing a path and a stone bench.
- i) Staff personnel benefited from online faculty development programs to boost their knowledge.
- j) Our pupils achieved numerous university rankings in Semester Exam.

4. Major Decision on Quality Initiatives:

- a) Plan to conduct department wise Add-On-Course/Value added course/certificate course
- b) Consider strengthening MOUs through activities.
- c) Schedule guest lectures, seminars, conferences, FDPs, and national events.
- d) Plan to construct a gym for student fitness and motivate students to participate in sports activities.
- e) Plan for solar panel installation to optimize energy efficiency.
- f) Plan to decorate the college entrance with decorative flowers.
- g) Plan to host a basketball competition.
- h) Plan a field excursion for all department students to gain practical experience with courses and environmental challenges.
- i) Plan to organize awareness program on Antiragging Committee.
- j) Plan to conduct Class committee meeting.
- k) Plan to allot Mentor for student progression.

V. Sathyanarayana
07/06/2023
IQAC COORDINATOR

A. Sathyanarayana

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