



23.04.2024

**INTERNAL QUALITY ASSURANCE CELL (IQAC)  
CIRCULAR**

This is to inform that Internal Quality Assurance Cell (IQAC) and the NAAC team will be initiate an IQA Submission Meeting on 24.04.2024 at 2.00pm in LH - 1. All the HODs and NAAC members are requested to be present.

**Agenda**

- IQA Submission and related matters

**NAAC Committee Members/HODs**

| S.No | Name of the Members      | Designation                                                                   | Signature                          |
|------|--------------------------|-------------------------------------------------------------------------------|------------------------------------|
| 1    | Dr. M. Munafur Hussaina  | Senior Administrative Officer, Vice Principal, HOD, Dept. of Computer Science | - AAA -                            |
| 2    | Mrs.K.Hussain Banu       | Admin-Office Superintendent                                                   | K.Hussain Banu                     |
| 3    | Mrs.B.Fahameda Thabaseem | IQAC Coordinator, Vice Principal & HOD, Dept. of Computer Applications        | B.Fahameda Thabaseem<br>23/04/2024 |
| 4    | Mrs.G. Revathi           | Member/HOD, Dept. of Commerce                                                 | G. Revathi                         |
| 5    | Mrs.M.Jasmin Uhanitha    | Member/HOD, Dept. of Nutrition & Dietetics                                    | M.Jasmin Uhanitha                  |
| 6    | Dr.K.Sumathy             | HOD, Dept. of English                                                         | K. Sumathy                         |
| 7    | Dr.N.Fiverose            | Member/HOD, Dept. of Business Administration                                  | N. Fiverose                        |
| 8    | Dr.S.Malathi             | Member/HOD, Dept. of Mathematics                                              | S. Malathi                         |
| 9    | Ms. K.Nandhini           | HOD, Dept. of Apparel and Fashion Technology                                  | K. Nandhini                        |
| 10   | Dr.K.Kalpana             | Member/HOD, Dept. Commerce with CA                                            | K. Kalpana                         |
| 11   | Mrs.M.Shajitha Banu      | HOD, Dept. of Arabic                                                          | M. Shajitha Banu                   |
| 12   | Mrs.A.Pappa              | AP, Dept. of Mathematics                                                      | A. Pappa                           |
| 13   | Dr.R.Vasumathi           | AP, Dept. of Comp. Science                                                    | R. Vasumathi                       |
| 14   | Ms.Zulaika Beevi         | HOD, Dept. of Psychology                                                      | Zulaika Beevi                      |
| 15   | Ms.C.Priya               | AP, Dept. of Mathematics                                                      | C. Priya                           |

  
23/04/2024  
**IQAC CO-ORDINATOR**  
AIMAN COLLEGE OF ARTS &  
SCIENCE FOR WOMEN  
K.K. NAGAR, TRICHY-620 021.

  
**PRINCIPAL**  
AIMAN COLLEGE OF ARTS &  
SCIENCE FOR WOMEN  
K.K. NAGAR, TRICHY-620 021.



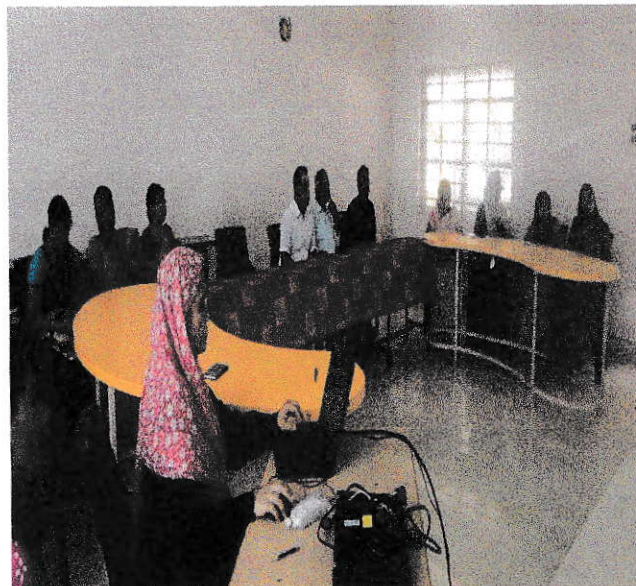
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K. Sathanur, Tiruchirappalli-620 021

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### Minutes of the Meeting

**Name of the Program** : IIQA Submission  
**Participated** : College Management Committee - General Secretary &  
Correspondent, Treasurer, Principal and NAAC Members  
**Place** : LH 1  
**Date** : 24.04.2024

The IIQA submission was initiated. All the related documents were submitted. There was technical error while submission of College Bank Details, their details are not getting updated. So a compliance was submitted over phone by 080-3005200. The complaint id was 2404241605. The issue was rectified by 5.45 pm on the same day and the submission was done on 25.04.2024. Thus the IIQA submission was completed.



IIQA submission on 24.04.2024

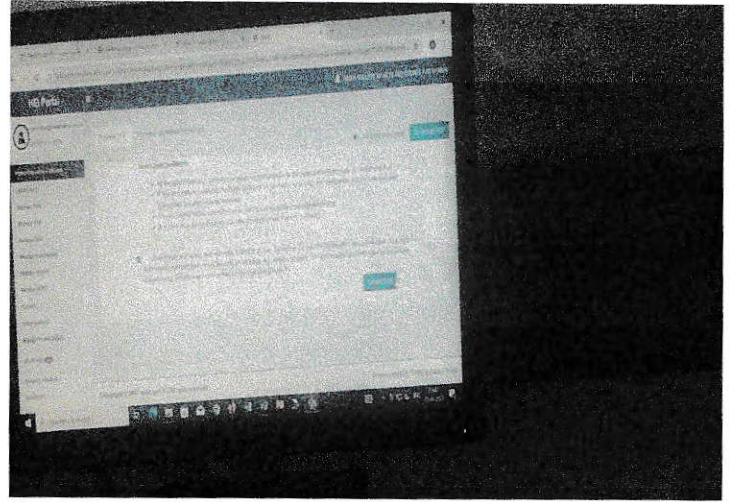
  
25/04/2024  
**IQAC COORDINATOR**  
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**IIQA submitted by the Principal on 25.04.2024**



### Members Present

| S.No | Name of the Members      | Designation                                                                   | Signature                           |
|------|--------------------------|-------------------------------------------------------------------------------|-------------------------------------|
| 1    | Dr. B.Vani               | Principal, Chairperson                                                        |                                     |
| 2    | Janab. M.Y.Habibullah    | Management Representative & General Secretary & Correspondent                 |                                     |
| 3    | Janab.A.Abdul Majeed     | Treasurer                                                                     |                                     |
| 4    | Dr. M. Munafur Hussaina  | Senior Administrative Officer, Vice Principal, HOD, Dept. of Computer Science | — AAA —                             |
| 5    | Mrs.K.Hussain Banu       | Admin-Office Superintendent                                                   | K. Hussain Banu                     |
| 6    | Mrs.B.Fahameda Thabaseem | IQAC Coordinator, Vice Principal & HOD, Dept. of Computer Applications        | B. Fahameda Thabaseem<br>25/04/2024 |
| 7    | Mrs.G. Revathi           | Member/HOD, Dept. of Commerce                                                 | G. Revathi                          |
| 8    | Mrs.M.Jasmin Uhanitha    | Member/HOD, Dept. of Nutrition & Dietetics                                    | M. Jasmin Uhanitha                  |
| 9    | Dr.K.Sumathy             | HOD, Dept. of English                                                         | K. Sumathy                          |
| 10   | Dr.N.Fiverose            | Member/HOD, Dept. of Business Administration                                  | N. Fiverose                         |
| 11   | Dr.S.Malathi             | Member/HOD, Dept. of Mathematics                                              | S. Malathi                          |
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