

# **IQAC MEETINGS & ACTION TAKEN REPORT**

**FOR THE YEAR 2019-2020**



**MADRAS SCHOOL OF SOCIAL WORK**



# MADRAS SCHOOL OF SOCIAL WORK

(An Autonomous Institution Affiliated to the University of Madras)

32, Casa Major Road, Egmore, Chennai 600008. Tamil Nadu, India

College Off. : 2819 4566 / 5126 Website : [www.mssw.in](http://www.mssw.in)

Nationally Accredited (3<sup>rd</sup> Cycle) with "A" Grade by NAAC, Bangalore

Date: 10.06.2019

Dear Sir/Madam,

**Subject: IQAC Committee Meeting – Reg...,**

**Greetings from IQAC Cell of Madras School of Social Work!**

The meeting of the IQAC committee will be held on 14<sup>th</sup> June 2019 (Friday) at 11.30 am at our IQAC Room of Madras School of Social Work. We would be grateful if you attend the meeting and give your valuable inputs & Suggestions for quality enhancement of our college.

## AGENDA

1. Welcome
2. Overview of the Year 2018-19
3. Planning for the forthcoming year 2019-20
4. NIRF Related
5. Discussions
6. Any other Matter
7. Vote of Thanks

Thanking You

Yours faithfully

**D.J. Chandrasekar**  
**IQAC Coordinator**



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Date: 14.06.2019

## Minutes of the Meetings

### PROCEEDINGS

#### Agenda 1 : Welcome

Dr. S. Rajasamuel, Principal welcomed the members for the first meeting of the IQAC in the year 2019-20. He placed on record for overwhelming effort of the members for their active participation and support.

#### Agenda 2: Overview of the Year 2018-2019

Dr.J.Chandrasekar, Coordinator, IQAC reported that the activities carried out by the IQAC in the last year and also special thanks to all the faculty members for their effective involvement during UGC Autonomy Review committee Visit. And also added that the submission of AISHE report, NIRF submission, media ranking report submission for the year 2018-2019. The members appreciated the IQAC and suggested to organize more number of seminars, workshops, and take-up the new research projects. The members added that to geared the activities to climb massive position in NIRF for the next year and stressed to concentrate in the weak areas of the metrics.

#### Agenda 3: Planning for the forthcoming year 2019-20

Dr.J.Chandrasekar presented the planning for the Next year and the Principal added that IQAC has to organize the Seminar on Intellectual Property rights for the faculty members in addition with other Faculty development programmes. The members have informed that to involve more number of collaborative work/study in all forthcoming events so that the institution can gained some more weightages all assessments.

#### Agenda 4: NIRF Related

As regards the submission of NIRF, the validating team has required to submit the research publication of the Institution. Hence, the less presentation of the publications, the members have asked to a greater number of Faculty development/enhancement programmes on Journal Publications. The board resolved to accept to suggest the resource persons for this cause.



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Dr.S.Rajasamuel has added that the institution has bearing the cost of processing charges/publication charges for the faculty members, so this will enhancing the number of publications in this category.

And also, members have suggested to raise the number of scholarships for economically backward students so that they will concentrate in their study. And also suggested to make some student assistantship for office work/library work. The members also added that to geared the activities to climb massive position in NIRF for the next year and stressed to concentrate in the weak areas of the metrics.

## **Agenda 5: Discussions**

Dr.J.Chandrasekar has placed the students' feedback for the discussion. The members suggested to improve the infrastructure facilities in a year by year so that the institutions can balance the cost. And also suggested more number of value-added courses for skill development which will boost the campus placements for the coming Year.

## **Agenda 6: Any other matter**

The Principal gave the closing remarks and expressed the appreciations for the fruitful deliberations and urged the faculty members to follow the suggestions and pay attention to the publications and funded research activities.

## **Agenda 7: Vote of Thanks**

The meeting came to an end with the Vote of Thanks given by Dr.Prabhakaran Addl Coordinator IQAC.

**D.J. Chandrasekar**  
**IQAC Coordinator**

**PRINCIPAL**

**Dr. S. RAJA SAMUEL, M.A., Ph.D.,**  
Principal  
Madras School of Social Work (Autonomous)  
No. 32, Casa Major Road,  
Egmore, Chennai - 600 008.



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## Members Present:

Designation	Name
Chairman - IQAC	: Dr.S.Rajasamuel
Coordinator - IQAC	: Dr. J.Chandrasekar
Addl. Coordinators	: Dr. Prabhakaran
	: Mr. Venkatesh
<b>Members - External</b>	
Administrative field	: Ms. Himani Datar, Hon. Secretary – Guild of Service, Egmore, Chennai.
Academician	: Dr. Revathi Balu, Retd. Professor- Tata Institute of Social Sciences
Quality/Industry Expert	: Mr. Nainaraj, Quality / HR Consultant
<b>Members - Internal</b>	
	: Dr.Subashini, Dean, Administration
	: Dr J.S. Gunavathy, Head, Department of Social Work (Ph.D-SW, M.Phil-SW, MSW ) & Programme Head MSW – Shift I Stream
	: Dr. C. Francis, Programme Head MSW- (Shift II Stream)
	: Dr.Jayanthi Peter, Head, Department of Human Resource Management & Programme Head MA HRM – Shift II Stream
	: Mrs. S. Sivaranjani, Programme Head, MA(HROD) (Shift II)
	: Dr. Vyjanthi Mala, Head, Department of Psychology (M.Phil-Psy, Msc-CP, BSc-Psy) Programme Head MSc – Counselling Psychology Shift II Stream
	: Dr.Sarah Karunakaran, Head, Department of Development Management & Programme Head, MA -Development Mgt (Shift II)
	: Mr.Antony Stephen, Head, Department of Social Entrepreneurship Programme Head, MA-Social Entrepreneurship (Shift II)
	: Mrs. P.K. Vathani, Programme Head, BSW (Shift II)
	: Mrs. Priya Magesh, Programme Head , BSc-Psychology (Shift II)
	: Dr.V.Sakthi Regha, Librarian, MSSW
	: One Student Representative - Aided Stream
	: President, Student Development Council, MSSW
	: General Secretary, Student Development Council, MSSW
	:Mr. P.H.Gopalakrishnan, Administrative Manager, MSSW
	: Mrs. Angel Rajam, Office Assistant, MSSW



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## FEEDBACK ANALYSIS AND ACTION TAKEN REPORT

2019-2020

Madras School of Social Work having the practice of collecting the feedback all the stockholders in all the years from its inception of the programme. The Feedback received from the students were analyzed and kept as an agenda in the every IQAC meeting. Once feedback collected from the students, teachers, Alumni, Parents, Recruiters has been analyzed and given to the Principal and Management as the case may be. Last year IQAC got more appreciation feedbacks and some areas to improve are suggested by the stakeholders are here under and its adherent actions taken by the IQAC are also mention as a side.

Feedback Analysis	Action Taken
Students of MA HRM has suggested to organize more number of industrial oriented value added courses	Communicated the department through principal notice to organize Value added course in collaboration with Industries/Companies
Students are suggested that to improve the infrastructure facilities for conducting more seminars	Communicated to the management through Principal that to add two more ICT enabled seminar halls for conducting seminar/workshops simultaneously with other department's programmes.
Faculty members suggested to bear the expenses for publishing their articles in UGC listed Scopus, Web of science Journals	Management accepted to reimburse / giving advance amount for publishing the research articles in UGC Listed Scopus/Web of Science Journals.
Recruiters suggested to have more number of skill enhancement training for students to be ready reckoner of market-oriented exposures.	In tie-up with the Industrial Organizations to organize the Skill Enhancement training, Outbound training, Study visits for better understanding of the concepts,

**D.J. Chandrasekar**  
IQAC Coordinator

**PRINCIPAL**

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