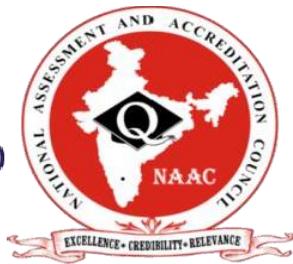




**WAVOO WAJEEHA WOMEN'S COLLEGE  
OF ARTS & SCIENCE - KAYALPATNAM**  
(Affiliated to Manonmanium Sundaranar University, Tirunelveli)  
Run by : Wavoo SAR Educational Trust  
(minority institution)



## INTERNAL QUALITY ASSURANCE CELL

### ANNUAL REPORT 2021-2022



## **TABLE OF CONTENTS**

S.NO	DATE	EVENT	PAGE NO.
1	11.3.2021	IQAC Meeting	1
2	12.4.2021	IQAC Meeting	1
3	15.9.2021	Inauguration of Wavoo Wajeeha Startup Cell	2
4	15.9.2021	Two Days Training and Faculty Development Programme	4

## **IQAC Initiatives for Enhancing Education Quality 2021-2022**

Our institution's Internal Quality Assurance Cell (IQAC) strives to ensure and enhance academic excellence and education quality. Throughout the year **2021-2022**, the IQAC undertook various initiatives and conducted multiple meetings to discuss and implement measures for improving education quality.

**Meetings with Criteria Heads, NAAC Coordinators, and Principal:** During the year, the IQAC organized nearly 10 meetings involving criteria heads, NAAC coordinators, and the principal Madam. These meetings addressed various aspects of quality assurance. They also ensured that each department maintained the necessary files and documents to support the quality assurance process.

### **Identification of Areas of Improvement:**

The meetings held with stakeholders helped identify areas of improvement within the institution. Discussions were conducted on several key aspects, including curriculum development, student feedback mechanisms, infrastructure facilities, research and extension activities, and overall academic excellence.

### **IQAC Meeting on 11th March 2021:**

On **11th March 2021**, an IQAC meeting was held with the NAAC coordinator, criterion heads, staff secretary, and NAAC assistant coordinator. The primary agenda of this meeting was to discuss the pre-planning meeting for the Faculty Development Programme (FDP), scheduled to take place on March 18th. The program schedule, participant details, and program time were among the topics discussed during the meeting.

### **IQAC Meeting on 12th April 2021:**

On **12th April 2021**, an IQAC meeting was organized in the NAAC room, with the participation of all criteria heads and NAAC coordinators. The primary purpose of this meeting was to inform the criteria heads about the upcoming visit to the Accreditation

ambassador, Krishnan Baskar, under the UGC Paramarsh scheme, scheduled for **23rd April 2021**.

### **Inauguration of Wavoo Wajeeha Startup Cell (WWSC):**

On **15<sup>th</sup> September 2021**, a significant initiative by the IQAC was the inauguration of the Wavoo Wajeeha Startup Cell (WWSC). This startup cell was established in collaboration with the Nehru Group of Institutions and Technology, Coimbatore. It was established with the support of NSTEDB, DST, the Government of India, New Delhi. The inauguration ceremony was coordinated by IQAC and the Entrepreneurial Development Cell of our college.

The inauguration ceremony was held in the presence of distinguished guests, including Alhaj Wavoo Sayad Abdur Rahman (Founder-President), M.M. Mohuthazeem B.A(CS) (Secretary), Haji Hafiz Wavoo S.A.R (Assistant Secretary), Dr. Ahmed Ishaque Aalim M.A. Azhari (Egypt) (Assistant Secretary), Dr. Mrs. Mercy Henry, M.A., Ph.D. (Director), and Dr. R.C. Vasuki, M.A., Ph.D., DGT (Principal).

The ceremony commenced with Quirath by M.L. Seyad Zuhaina II B.Sc, CS Dept., followed by the declaration of the Wavoo Wajeeha Startup Cell's opening by Alhaj Wavoo S. Seyad Abdur Rahman. Momentos were presented to all resource persons by the Founder-President.

- Mrs. S. Jeya Ratna M.Com., M.Phil., Assistant Professor of Commerce warmly welcomed the dignitaries. Mrs. A. Aysha Muzammila B.E., MBA, SET., Assistant Professor of Business Administration read the meeting minutes.
- In his inaugural address, Dr. Moses Daniel emphasized the significance of the Startup Cell and encouraged students to utilize it as a platform for innovative ideas. A memorandum of understanding (MOU) was signed between our college and the Nehru Institute of Technology to strengthen collaboration.
- Mrs. S. Karthika MBA., SET., Assistant Professor of Business Administration presented the vote of thanks during this historic event. The principal concluded the ceremony by extending best wishes to the students for their future endeavors.



**Fig 1: Wavoo Wajeeha Startup Cell Programme.**

IQAC's efforts throughout **2021-2022**, including the meetings conducted and the establishment of the Wavoo Wajeeha Startup Cell, have significantly contributed to enhancing education quality and academic excellence in our institution. These initiatives demonstrate IQAC's commitment to continuous improvement and a conducive learning environment for students.

## **TWO DAYS TRAINING AND FACULTY DEVELOPMENT PROGRAMME**

Two days training and faculty development programme had organised in our college on **15<sup>th</sup> September 2021** in the presence of Alhaj Wavoo S,Seyad Adbur Rahman, Founder-President, Wavoo M.M.Mohuthazeem Secretary, Haji Hafiz Wavoo S.A.R, Ahmed Ishaque Aalim, Assistant Secretary, Dr.Mrs.Mercy Henry, Director and Dr.R.C.Vasuki Principal.

FDP was organized by IQAC in coordination with Wavoo Wajeeha startup cell and Entrepreneurial Development cell. The resource persons were Dr.Moses Daniel, Principal of Nehru College of Management, Technology Business Incubation Manager and DR.P.T.Vijayakumar, Director of Management studies, Nehru Institute OF Engineering and Technology.

The programme started with quirath by M.L.Syed zuhaina of 2<sup>nd</sup> year B.Sc CS Dept. followed by Tamil Thaai Vaazhthu. Then the dignitaries were welcomed by Mrs.I.Noor Asma, Head of Economics department and placement cell coordinator. The felicitation was given by the Principal Dr.R.C.Vasuki , Principal.

Dr. Moses Daniel, Principal of Nehru College of Management, opened the Faculty Development Program. The first session was handled by the speaker Mr.V.Sathya Murthy, Incubation manager, Nehru Group of Institutions and Technology on the topic of 'Entrepreneurship Sensitization' for teaching staff members on **15.9.2021**.

The training session was attended by 30 faculty from various departments of our college. Faculty members were engaged in activities and ice break activities during the session. The program was enriching and intellectually stimulating for the faculty. The session concluded with the faculty having a better understanding of the topics discussed. They also identified ways to collaborate and work together more effectively. The faculty left the session feeling energized and motivated to work together.

The second session was proceeded by the speaker Dr.P.T.Vijayakumar on the topic of professional ethics for administrative staff member's .It was quite interesting.



**Fig 2: Two Days training and Faculty Development Programme**

Certificates of the FDP were distributed by our honourable Assistant Secretary Haji Hafiz Wavoo S.A.R. Ahmed Ishaque Aalim M.A.,Azhari (Egypt) to the participants. The certificates were presented as a token of appreciation for their participation in the FDP. The programme ended with the vote of thanks proposed by Mrs.S.A.Rahmath Ameena Begum, IQAC Coordinator,Assistant Professor and Head of the department of Business Administration followed by duah reciting by Mohamed zainab M.A 3<sup>rd</sup> year,Department of Business Administration. The programme was successfully ended with National anthem.

## CIRCULAR

### **Inauguration of WavooWajeeha Startup Cell (WWSC)**

(Organized by IQAC and Entrepreneurial Development Cell)

IQAC and ED Cell proudly inaugurates "**Wavoo Wajeeha Startup Cell**" for budding entrepreneurs to inculcate the entrepreneurial skills and innovative ideas in business. In this regard, we cordially invite you for the opening ceremony in our college premises.

Date : 15.09.2021

Time : 11:30 a.m

Venue : II Floor, Room No. 310

R.C.Vasuthi  
Principal

  
IQAC Co-ordinator

  
WWSC Co-ordinator

**Fig 3. Circular Programme sheet of Wavoo Wajeeha Startup Cell**



**WAVOO WAJEEHA WOMEN'S COLLEGE  
OF ARTS & SCIENCE, KAYALPATNAM**

**Wavoo Wajeeha Startup Cell (WWSC)**

**Inauguration**

(Organized by IQAC and Entrepreneurial Development Cell)

**Date: 15.09.2021**

**Time: 11:00a.m**

1.	Ribbon Cut	:	<b>Dr. R.C. Vasuki, M.A., Ph.D., DGT</b> Principal
2.	Qirath	:	
3.	In the Presence of	:	<b>Alhaj Wavoo S. Seyed Abdur Rahman</b> Founder – President
			<b>Alhaj Wavoo M.M. Mohuthazeem B.A., (CS)</b> Secretary
			<b>Haji Hafiz Wavoo S.A.R. Ahmed</b> <b>IshaqueAalim,M.A., Azhari (Egypt)</b> Assistant Secretary
			<b>Dr. Mercy Henry, M.A., Ph.D.</b> Director
			<b>Dr. R.C. Vasuki, M.A., Ph.D., DGT</b> Principal
4.	Momentum Presentation	:	<b>Dr. Mercy Henry, M.A., Ph.D.</b> Director
5.	Welcome Speech	:	<b>Mrs .S.JeyaRatna,</b> (Asst. professor , Department of Commerce)
6.	Minutes	:	<b>Mrs.A.Aysha Muzammila.,B.E., MBA., SET.,</b> (WWSC Co-ordinator and Asst.Professor, Department of Business Administration)
7.	Chief guest Address	:	
8.	MOU Signing	:	
9.	Vote of Thanks	:	<b>Mrs.S.Karthika., MBA.,SET.,</b> (Asst.Professor , Department of Business Administration)

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**Fig 4. Programme sheet of Wavoo Wajeeha Startup Cell**



## WAVOO WAJEEHA WOMEN'S COLLEGE OF ARTS AND SCIENCE

(Run by : Wavoo SAR Educational Trust)

(Affiliated to Manonmaniam Sundaranar University)

Tiruchendur Road, Kayalpatnam - 628 204, Thoothukudi Dist.

Phone : 04639-285900 Office : 04639-280900, Mobile : 99442 77939

E-mail : wavoo\_college@yahoo.co.in

**Dr. Mrs. R.C. VASUKI, M.A., Ph.D., DGT**  
**Principal.**

WWWC/2020-21/84

To

Dr. S. Manova Raja,

Founder CEO,

Fragrhen Academy.

Respected Sir,

Greetings to you,

The Internal Quality Assurance Cell (IQAC) of our college has planned to conduct **Faculty Development Programme** on 18.03.2021 (Thursday). I am extremely thankful to you for accepting our invitation. We shall be honoured by your presence among us.

Thanking You,

Date: 17.03.2021

Place: Kayalpatnam.

Yours Sincerely,

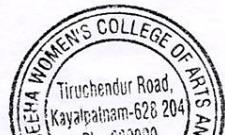
*R.C. Vasuki*

**PRINCIPAL**

WAVOO WAJEEHA WOMEN'S COLLEGE

OF ARTS & SCIENCE

Tiruchendur Road, Kayalpatnam-628 204.



**Fig 4. Invitation for FDP**



## WAVOO WAJEEHA WOMEN'S COLLEGE

OF ARTS & SCIENCE, KAYALPATNAM

### Faculty Development Program

Date: 18.03.2021

Time: 9.30a.m to 4.00pm

1. Quirath	:	P.S.M.Mohudoom Meera Natchi (III B.Sc Maths
2. In the Presence of	:	<b>Alhaj Wavoo S. Seyed Abdur Rahman</b> Founder – President
		Wavoo M.M. Mohuthazeem B.A., (CS) Secretary
		Haji Hafiz Wavoo S.A.R. Ahmed Ishaque Aalim. M.A., Azhari (Egypt) Assistant Secretary
		<b>Dr. Mrs. Mercy Henry, M.A., Ph.D.</b> Director
		<b>Dr. Mrs. R.C. Vasuki, M.A., Ph.D., DGT</b> Principal
3. Welcome Speech	:	<b>Mrs.Aysha Muzammila.,MBA., SET</b>
4. Introducing the Chief Guest :	:	<b>Mrs.S.A.Rahmath Ameena Begum., MBA., M.P</b> <b>MBA(HR)</b>
5. Felicitation Address	:	<b>Dr.Mrs.R.C.Vasuki., M.A., Ph.D., DGT</b> <b>Principal</b>

**Fig 5. Programme sheet of FDP**



## WAVOO WAJEEHA WOMEN'S COLLEGE OF ARTS & SCIENCE, KAYALPATNAM

### CIRCULAR

We are glad to inform you that Faculty Development Programme for Teaching Staff and Training Programme for Administrative staff will be held on 15.09.2021 and 16.09.2021, organized by ***IQAC Criterion II - Teaching Learning and Evaluation***

	Date	Time	Venue
Teaching Staff	15.09.2021	1:30p.m to 4:00p.m	ICT Hall
	16.09.2021	9:30a.m to 3:00pm	
Administrative Staff	16.09.2021	2:00p.m to 4.00p.m	Allied Lab

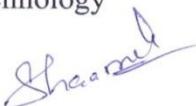
#### Chief Guest:

**Dr.Mosses Daniel**  
Principal  
Nehru College of Management

**Mr.Sathyu Murthy V**  
Incubation Manager,  
Nehru Group of Institution and  
Technology Business Incubator

**Dr.P.T.Vijayakumar**  
Director- Management Studies  
Nehru Institute of Engineering & Technology

  
IQAC Co-ordinator

  
2<sup>nd</sup> Criteria Head

  
R.C.Vasanthi  
Principal

**Fig 6. Circular of FDP on Teaching , Learning and Evaluation**



**WAVOO WAJEEHA WOMEN'S COLLEGE  
OF ARTS & SCIENCE, KAYALPATNAM**

**Training Program & Faculty Development Program**

**15/09/2021 & 16/09/2021**

**Date: 15.09.2021**

**Time : 1:30pm – 4:00p.m**

1. Quirath
2. Tamilthai Vazhthu
3. In the Presence of : **Alhaj Wavoo S. Seyed Abdur Rahman**  
Founder – President
4. Welcome Speech : **Alhaj Wavoo M.M. Mohuthazeem B.A., (CS)**  
Secretary
5. Felicitation Address : **Haji Hafiz Wavoo S.A.R. Ahmed Ishaque Aalim,**  
**M.A., Azhari (Egypt)**  
Assistant Secretary
6. Resource Persons : **Dr. Mrs. Mercy Henry, M.A., Ph.D.**  
Director
7. : **Dr. Mrs. R.C. Vasuki, M.A., Ph.D., DGT**  
Principal
8. : **Mrs.L.Noor Asma.,M.A.,M.Phil., SET**  
Assistant Professor and Head,  
Department of Economics
9. : **Dr.Mrs.R.C.Vasuki., M.A., Ph.D., DGT**  
Principal
10. : **Dr.Mosses Daniel**  
Principal  
Nehru College of Management.
11. : **Mr.Sathya Murthy V**  
Incubation Manager,  
Nehru Group of Institution and Technology  
Business Incubator.

**Fig 7. Programme sheet for FDP**

## ANNEXURE

### **Wavoo Wajeeha Women's College of Arts and Science, Kayalpatnam**

#### **ANNUAL REPORT 2021-2022**

<b>S.No</b>	<b>Date</b>	<b>Event</b>	<b>Resource Person</b>	<b>Participants</b>	<b>Venue</b>
1	11.1.2021	Peer review meeting	1.Dr.M.Mohammad Sathik,Principal.  2.Dr.S.M.A.Syed mohamed khaja,Vice Principal.  3.Dr.A.Syed mohamed,IQAC coordinator.  4.Dr.S.Shajin Nisha,Head,PG and Research dept of CS.  5.Dr.S.Syed Ali Fathima,Assistant professor of mathematics.	Principal,IQAC coordinator,Asst IQAC coordinator,All criteria heads	ICT Hall
2	13.3.21	FDP	Dr.S.Manova raja ,Founder and CEO of Fragrhen Academy,Tirunelveli.	Principal,IQAC coordinator,Asst IQAC coordinator,All criteria heads and all staff members.	ICT Hall
3	12.4.21	IQAC meeting with Management	Dr.Krishnan Baskar,Accreditation ambassador.	Principal,IQAC coordinator,Asst IQAC coordinator,All criteria heads with criterion members.	Sadakkat hullah Appa College ,Palayam kottai.
4	19.4.2021	IQAC meeting	—	Principal,IQAC coordinator,Asst IQAC coordinator,7th criteria head and other criterion heads.	Allied lab
5	22.4.21	IQAC meeting	—	Principal , IQAC Coordinator, Asst IQAC coordinator, All Criteria heads (10)	ICT Hall
6	15.9.2021	FDP	Dr.Moses daniel, principal of Nehru institute of technology. 2.Dr.P.T. Vijayakumar, Director of management studies.	IQAC Coordinator, Asst IQAC coordinator, Ist, 3rd, 4th and 7th Criteria Heads (6)	IQAC room

7	13.11.2021	Review Meeting	—	Principal,IQAC coordinator,Asst IQAC coordinator,All criteria head,Librarian.	Allied lab
8	4.8.2022	IQAC Meeting	—	Principal,IQAC coordinator,Asst IQAC coordinator,All criteria heads.	IQAC room
9	30.09.2022	Review Meeting	—	IQAC Coordinator, Asst IQAC coordinator, All criteria heads(10)	IQAC room

  
IQAC Coordinator

  
Asst. IQAC Coordinator

  
R.C.Vasuthi  
Principal  
PRINCIPAL  
WAVOO WAJEEHA WOMEN'S COLLEGE  
OF ARTS AND SCIENCE  
Tiruchendur Road, Kayalpatnam-628 204.  
Thoothukudi Dist., Tamil Nadu.