Lady Doak College, Madurai

Internal Quality Assurance Cell

Action Plans (2018-2019)

S. No.	Theme	Action Plans	In-charge
1.	• Organising Academic Programmes • Digitization	1. National Conference on Quality Sustenance in Higher Education Institutions on 6th and 7th September 2018 2. Workshop on Outcome based education for a group of Lady Doak College faculty members Tentative Date: 20th Feb. 2019 (Wednesday) Resource Persons: Prof. S. Nirmala, Principal, PSGR Krishnammal College Women, Coimbatore Prof. Manisha Priyam, Department of Education Policy, National University of Educational Planning and Administration, New Delhi Prof. Sudhanshu Bhusan, Head, Department of Higher Education, NUEPA, New Delhi 1. Developing and updating the student and faculty portal	IQAC
2.	Management Information System	• Admissions 2018-19 (Fusion of existing systems and cloud based) • Website - Attendance • Guest Room Booking	CIT

		• Pay Bill (Cloud Based) • e-Income Tax Calculation(Cloud Based) • Procurement and Inventory • Extension Programme Attendance • e-Compliance (Cloud Based) • e-Request (Cloud Based) • Tracking System (Cloud Based) • Department and Centres Activities • Guest Lecture • Fee Collection through Payment Gateway • Fee Collection (Online and Offline) • Exam Reforms • Online Course Registration • HRMS Faculty • Alumnae • Infrastructure Enhancement • Enhancing the Computational facility • Software Upgradation	
3.	Beat Plastic Pollution	To educate and Create awareness among public and students to reduce the use of single use of plastic as a social responsibility • Create awareness among students and staff on reducing the use of Plastic	CES

		• Usage of alternate sources for plastic to reduce waste generation • Recycle selected waste for resource recovery and earn revenue • Reduce, Reuse, Recycle & Refuse	
4.	Employment generation and fund-raising	• To make the Student Trade Corner vibrant. • To celebrate World Entrepreneurship Day on 21st August, 2018 by inviting women Entrepreneur as a guest lecture and industrial visit for II UG students. • To organize workshops for Faculty members and Students respectively. • To sell cloth bags in collaboration with **Centre for Environmental Studies** and hence ban plastic bags inside our campus.	CED, Alumnae & LDC Community College (Apparel Designing)

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5.	ICT in Teaching and Learning	• Faculty sharing their technology expertise with other faculty members to enhance the Technology enabled Teaching, Learning & Evaluation using Gadgets. • Equip the faculty with the technical knowledge on Multimedia Content Preparation and integrating in e-Content • Creating a Repository of Learning Resources (discipline wise) • Enhance the resources on campus to facilitate technology enabled teaching, learning and evaluation process • Documentary Film making for Value Education • Promotional Video & LDC Carnival • Enhancing photographic skills through Photo walk • Starting Long term course on **Digital Photography & Video Production** • Website Updation & Facebook Updation	CCM
6.	Strengthening the Life Frontier Engagement Course Implementation In All The Undergraduate Programs.	• Updating the LiFE link in college website, SLAN website • Introducing e-Newsletter are some of the ways in which we plan to spread the good work that's being done under the banner of LiFE. That would help the college community to get a whiff of our programmes and would invite attention to the pioneering works done by the LiFE team. • Quality & meaningful project works to be published in the ASPIRE journal of RCPC • Workshop on to be organized for faculty facilitators & project guides by the LiFE centre on 28th August 2018	LiFE

		• Training a student leader team for effective implementation of LiFE process • Carrying out meaningful projects in our satellite campus and nearby villages involving LiFE teams from different departments • Rapport building with appropriate agencies like DHAN for effective implementation of community engagement process	