

THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting - 1

Minutes of the IQAC Meeting held on 05.08.2014 at 11.00 a.m. in the IQAC Office

The members of the committee shared the proposed plan of action for the academic year 2014-2015. Dr. S. Arivazhagan, Member Representative of the College IQAC, had the following suggestions:

- Online feedback can be obtained from the students in the middle of the semester preferably after the 1st Internal Test.
- E-lessons prepared by the faculty members can be made accessible to all departments via Intranet/Internet.
- The number of Major and Minor Research Projects can be increased by fixing targets based on total strength of faculty in the college.
- Goal-setting of individual departments should be qualitative with periodic reviews.
- Faculty members and HODs can be sent to participate in the leadership programmes organized in colleges and universities.
- The teachers handling PG/M.Phil can themselves help in preparing the students to appear for NET/SET Examination.
- Question Paper Pattern can be standardized and the Syllabus should be designed to help the students appear for NET/SET.
- The college can raise its own standard by following the benchmarks set by other institutions/universities.

IQAC Co-ordinator

Principal

Members Present

- ☞ Dr. D. Sasireka, Chair Person
- ☞ Mrs. Thilagavathy Ravindran, Management Member
- ☞ Mrs. Aruna Ashok, Nominees from Employer
- ☞ Dr. S. Arivazhagan,
Nominees from Industrialists/Stakeholders
- ☞ Dr. K. Rajeswari, Coordinator of the IQAC
- ☞ Dr. M. Jayalakshmi, Senior Administrative Officer
- ☞ Dr. T. Palaneeswari, Senior Administrative Officer
- ☞ Mrs. S. Sathya, Senior Administrative Officer
- ☞ Mrs. K.P. Radha, Senior Administrative Officer
- ☞ Mrs. E. Ponmalar, Senior Administrative Officer
- ☞ Mrs. G. Santha, Senior Administrative Official
- ☞ Dr. M. Santhi, Teacher Representative
- ☞ Mrs. P. Stella Muthu Rajam, Teacher Representative
- ☞ Mrs. R. Sudha Periathai, Teacher Representative
- ☞ Dr. J. Sobhana Devi, Teacher Representative
- ☞ Mrs. C. Devi Arockia Vanitha, Teacher Representative
- ☞ Dr. M. Murugalakshmi, Teacher Representative
- ☞ Mrs. R. Vijaya Priya, Teacher Representative
- ☞ Mrs. S.P. Nandhini, Teacher Representative

Nominees from the local society, students & Alumni

1. B. Renuka, III B.Sc. C.Sc
2. Mrs. M. Mercy Prabha (Alumni)
Director, OM Shanmuga Builders, Sivakasi.

THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting - 2

Minutes of the IQAC Meeting held on 07.02.15 at 1.45 p.m. in the IQAC Office

Minutes

- ☆ The criterion-wise reports are to be prepared and there should not be a repetition of previous AQAR Reports.
- ☆ The members can start collecting the data from the departments and various cells and complete their report by 15th March 2015.
- ☆ Decided to convene the next IQAC meeting in the forenoon of 7th March 2015.
- ☆ The language part of the report will be looked into by Dr. J. Sobhana Devi and Dr. B. Siva Priya.
- ☆ The final AQAR report will be submitted for approval in the Governing Body meeting to be held in July 2015.
- ☆ The members have to update the report as on 30th June 2015. The updated AQAR 2014-15 report will be submitted online to NAAC after getting approval in the Governing Body meeting to be held during July 2015. The approved AQAR will be hosted in our college website.
- ☆ A report on Plan of Action and plans executed for the year 2014-15 and plan of action for the year 2015-16 are to be collected from the departments and co-ordinators of various cells.
- ☆ Internal Academic Audit 2014-15 will be conducted from 8th April to 10th April 2015.

IQAC Co-ordinator

Principal

Members Present

- ♦ Dr. K. Rajeswari, Associate Professor of Commerce
- ♦ Dr. M. Jayalakshmi, Associate Professor of Commerce
- ♦ Mrs. S. Sathya, Associate Professor of Computer Science
- ♦ Dr. M. Santhi, Associate Professor of Botany
- ♦ Dr. T. Palaneeswari, Associate Professor of Commerce
- ♦ Dr. P. Stella Muthu Rajam, Associate Professor of Economics
- ♦ Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science
- ♦ Dr. J. Sobhana Devi, Assistant Professor of English
- ♦ Mrs. R. Vijaya Priya
- ♦ Mrs. R. Sudha Periathai, Assistant Professor of Physics
- ♦ Dr. B. Siva Priya, Assistant Professor of English
- ♦ Dr. M. Murugalakshmi, Assistant Professor of Chemistry
- ♦ Dr. S. Shailaja, Assistant Professor of Chemistry