

THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting - 1

Minutes of the IQAC Meeting held on 01.08.16 at 1.30 p.m. in the IQAC Office

- Resolved to convene an IQAC meeting inviting the members of Local Community, Management, Industrialist, Nominee from Local Society and students, Senior Administrative Officers and Teacher Representatives on 05.08.2016 in the IQAC Room.
- Resolved to get approval of the AQAR 2015-16 in the Governing Body Meeting.
- Resolved to get approval of Minutes of the IQAC meeting held on 22nd July 2016 to discuss the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D Degrees) Regulations, 2016.
- Discussed and finalized the agenda of the meeting to be held on 05.08.2016.
- Resolved to discuss the Internal Academic Audit Report submitted by the Audit Committee members in the meeting to be held on 08.08.16.

IQAC Co-ordinator

Principal

Members Present

Senior Administrative Officers:

1. Dr. M. Jayalakshmi, Associate Professor of Commerce
2. Dr. Soundararaj Geetha, Associate Professor of English
3. Dr. T. Palaneeswari, Associate Professor of Commerce
4. Mrs. S. Sathya, Associate Professor of Computer Science
5. Mrs. E. Ponmalar, Associate Professor of C.Sc

Teacher Representatives:

1. Dr. M. Santhi, Associate Professor of Botany
2. Mrs. B. Theresita Mary Shanthi, Associate Professor of C.Sc
3. Mrs. P. Stella Muthu Rajam, Assistant Professor of Economics
4. Dr. S. Pethanachi Selvam, Associate Professor of Mathematics
5. Mrs. C. Devi Arokia Vanitha, Assistant Professor of C.Sc
6. Dr. M. Murugalakshmi, Assistant Professor of Chemistry
7. Dr. M. Padma Priya, Assistant Professor of Tamil
8. Dr. M. Kavitha, Assistant Professor of History

Special Invitees:

1. Mrs. K. Muthamil Selvi, Assistant Professor of English
2. Dr. J. Sobhana Devi, Assistant Professor of English
3. Mrs. R. Vijaya Priya, Assistant Professor of Tamil
4. Dr. B. Siva Priya
5. Dr. S. Shailaja, Assistant Professor of Chemistry
6. Dr. M. Yasmin, Librarian

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting - 2

Minutes of the IQAC Meeting held on 05.08.2016 at 10.30 a.m. in the Language Lab

The Members of the Committee approved the minutes of the IQAC meeting held on 14.12.2015. The Members of the Committee discussed the follow-up activities- regarding suggestions placed in the meeting held on 17.03.2016. Dr. S. Arivazhagan, Member Representative of the College IQAC, and Dr. A. Arivudai Nambi (UGC Nominee), Special Invitee had the following appreciations and suggestions:

- The External Experts appreciated the total number of publications by the faculty in refereed journals.
- The Experts felt that the Mushroom Cultivation Course is a noteworthy Entrepreneurial Development activity.
- The “Budding Entrepreneur” Contest organized during Fine Arts Fiesta is worth mentioning.

Suggestions:

- The Librarian shall identify the impact factor of the Journals in which research articles of the faculty are published.
- The faculty can assess the quality of publications in terms of Science Citation Index (SCI)/ Scopus Index.
- The Department of Business Administration can do market analysis and identify possible scope for specific entrepreneurial activities that suits the geography of the region of based on which appropriate Entrepreneurial training can be provided.
- Industrial linkage can be established to carryout entrepreneurial activities.
- Success stories of the student trained as entrepreneurs from the institution can be recorded and disseminated.
- The students who aim to become entrepreneurs can be oriented to make a study on idea generation, nurture the ideas by assisting with a minimum grant from the institution and fix the time frame to implement the idea. This will cultivate entrepreneurial culture among the students.

- Industrialists from Multi National Companies can be invited to address the students during Annual Day Celebrations.

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. A. Arivudai Nambi (UGC Nominee)
Special Invitee
- ⇒ Dr. K. Rajeswari, Coordinator of the IQAC
- ⇒ Dr. M. Jayalakshmi, Senior Administrative Officer
- ⇒ Dr. Soundararaj Geetha, Senior Administrative Officer
- ⇒ Dr. T. Palaneeswari, Senior Administrative Officer
- ⇒ Mrs. S. Sathya, Senior Administrative Officer
- ⇒ Mrs. E. Ponmalar, Senior Administrative Officer
- ⇒ Mrs. G. Santha, Senior Administrative Official
- ⇒ Dr. M. Santhi, Teacher Representative
- ⇒ Mrs. B. Theresita Mary Shanthi, Teacher Representative
- ⇒ Mrs. P. Stella Muthu Rajam, Teacher Representative
- ⇒ Dr. S. Pethanachi Selvam, Teacher Representative
- ⇒ Mrs. C. Devi Arockia Vanitha, Teacher Representative
- ⇒ Dr. M. Murugalakshmi, Teacher Representative
- ⇒ Dr. M. Padma Priya, Teacher Representative
- ⇒ Dr. M. Kavitha, Teacher Representative
- ⇒ Mrs. K. Muthamil Selvi, Special Invitee
- ⇒ Dr. J. Sobhana Devi, Special Invitee
- ⇒ Mrs. R. Vijaya Priya, Special Invitee
- ⇒ Dr. B. Siva Priya, Special Invitee
- ⇒ Dr. S. Shailaja, Special Invitee
- ⇒ Dr. M. Yasmin, Special Invitee
- ⇒ Mrs. B. Deepa, Special Invitee

Nominees from the local society, students & Alumni

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

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Meeting - 3

Minutes of the IQAC Meeting held on 19.04.17 at 10 a.m. in the IQAC Office

- Resolved to relieve Dr. K. Rajeswari and to appoint Mrs. K. Muthamil Selvi as IQAC Co-ordinator from April 2017 onwards.
- Resolved to relieve Dr. M. Jayalakshmi and to appoint Dr. K.P. Radha as Curriculum Dean from the Academic year 2017-18.
- Resolved that Dr. K. Rajeswari & Dr. M. Jayalakshmi resume their position as IQAC Advisor and Curriculum Advisor respectively.
- Resolved to convene a meeting on June 15th 2017 with the Heads of the department,
 - ◆ To discuss the suggestions stated by the Internal Academic Audit Committee.
 - ◆ To plan activities for Golden Jubilee Celebration.
- Resolved to update the AQAR 2017 contents till 30th June 2017 and inform the departments to submit in the first week of July 2017.

IQAC Co-ordinator

Principal

Members Present

1. Dr. K. Rajeswari, Associate Professor of Commerce
2. Dr. Soundararaj Geetha, Associate Professor of English
3. Dr. M. Jayalakshmi, Associate Professor of Commerce
4. Mrs. S. Sathya, Associate Professor of Computer Science
5. Dr. T. Palaneeswari, Associate Professor of Commerce
6. Mrs. E. Ponmalar, Associate Professor of Computer Science
7. Dr. M. Santhi, Associate Professor of Botany
8. Mrs. B. Theresita Mary Shanthi, Associate Professor of Computer Science
9. Dr. K.P. Radha, Associate Professor of Physics
10. Mrs. P. Stella Muthu Rajam, Associate Professor of Economics
11. Mrs. K. Muthamil Selvi, Associate Professor of English
12. Dr. S. Pethanachi Selvam, Associate Professor of Mathematics
13. Dr. M. Kavitha, Assistant Professor of History
14. Mrs. G. Santha, Superintendent
15. R. Dharini, III B.Sc. C.Sc.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Meeting - 4

Minutes of the IQAC Meeting held on 20.04.17 at 10 a.m. in the IQAC Office

- The members were informed about the nomination of New IQAC Co-ordinator, Mrs. K. Muthamil Selvi.
- Informed the members about the nomination of new members for the IQAC Committee members.
- Informed about the extension of Assessment term under 4th Cycle of Accreditation for 7 years.
- New Proposed Quality Indicator Framework: A Pilot Study was circulated with the members.
- To discuss the Internal Academic Audit Report with the HODs.
- Under Criterion III – Only articles published in the UGC listed journals to be accepted.
- Criterion wise report to be updated till June 30th 2017 by the departments.
- Completed report to be submitted on July 7th 2017.

IQAC Co-ordinator

Principal

Members Present

- ◆ Dr. K. Rajeswari, Associate Professor of Commerce
- ◆ Dr. M. Jayalakshmi, Associate Professor of Commerce
- ◆ Dr. K.P. Radha, Associate Professor of Physics
- ◆ Mrs. S. Sathya, Associate Professor of Computer Science
- ◆ Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science
- ◆ Dr. P. Stella Muthu Rajam, Associate Professor of Economics
- ◆ Mrs. R. Vijaya Priya
- ◆ Dr. J. Sobhana Devi, Assistant Professor of English
- ◆ Dr. M. Yasmin, Librarian
- ◆ Dr. M. Santhi, Associate Professor of Botany
- ◆ Mrs. B. Deepa, Assistant Professor of Botany
- ◆ Dr. B. Siva Priya, Assistant Professor of English
- ◆ Dr. P. Prasanna Devi, Assistant Professor of English
- ◆ Dr. M. Murugalakshmi, Assistant Professor of Chemistry
- ◆ Dr. S. Shailaja, Assistant Professor of Chemistry
- ◆ Mrs. K. Muthamil Selvi, Associate Professor of English
- ◆ Mrs. V. Lalithambigai, Assistant Professor of English