



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),  
Sivakasi**

(Affiliated to Madurai Kamaraj University, Reaccredited with "A" Grade by NAAC,  
College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)

**NAAC SSR Cycle IV (2015-2020)**

**6.4 FINANCIAL MANAGEMENT AND RESOURCE  
MOBILISATION**

**6.4.3 RESOURCE MOBILISATION AND UTILISATION  
STRATEGY**

## **MINUTES OF GOVERNING BODY**

**2015 - 2020**



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),  
SIVAKASI – 626 123.**

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**2019-2020**



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN  
(AUTONOMOUS) , SIVAKASI.**

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College with Potential for Excellence by UGC)

**MINUTES OF THE GOVERNING BODY MEETING HELD ON 05.08.2019**

The Twenty Fifth Governing Body Meeting was held on 05.08.2019 at 11.15 a.m. in the Secretary's Room.

**MEMBERS PRESENT**

- > Tmt. Thilagavathy Ravindran, President
- > Thiru. A.Tenzing, Vice-President
- > Tmt. Aruna Ashok, Secretary
- > Thiru C.Gunasingh, Member
- > Tmt. Bina Rajasingh, Member
- > Tmt. Vijayalakshmi Chiranjeeviratnam, Member
- > Tmt. Preethi Vasikaran, Member
- > Dr.V.Chinniah, University Nominee
- > Dr. R.Baskaran, JDCE, State Government Nominee
- > Dr. (Mrs.) T.Palaneeswari, Principal
- > Dr. (Mrs.) C. Devi Arockia Vanitha, Dean of Academic Affairs
- > Mrs. E. Ponnalar, Controller of Examinations

**Special Invitees from Faculty**

- > Mrs. R. Vijayapriya, Deputy Dean of Academic Affairs
- > Dr. M. Murugalakshmi, Deputy Controller of Examinations

**AGENDA**

- ❖ Confirmation of Minutes of the Previous Meeting
- ❖ Report on Action Taken
- ❖ Students Strength
- ❖ Research
- ❖ Approval of Minutes of
  - Board of Studies Meeting
  - Academic Council Meeting
  - Awards Committee Meeting
- ❖ Approval of Curriculum
- ❖ Approval of AQAR 2018-19
- ❖ Approval of Budget for the year 2019-2020



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- ❖ Approval of other matters
- ❖ Examination and Evaluation
- ❖ UGC Grants
- ❖ Infrastructure
- ❖ Instruments Purchased
- ❖ Placement
- ❖ Awards and Achievements

**BUSINESS TRANSACTED**

- ❖ The meeting commenced at 11.15 a.m.
- ❖ The Principal cordially greeted and welcomed the eminent members of the Governing Body.
- ❖ It was resolved to confirm the minutes of the previous Governing Body Meeting.
- ❖ It was resolved to confirm the report on the action taken for the suggestions given by the members of the Governing Body in the previous meeting.
- ❖ Through a Power Point Presentation, the Principal briefed the members about the
  - ❖ Confirmation of Minutes of the Previous Meeting
  - ❖ Report on Action Taken
  - ❖ Students Strength
  - ❖ Research
  - ❖ Awards Committee Meeting
  - ❖ Examination and Evaluation
  - ❖ Abstract of Expenditure for 2018 - 2019
  - ❖ Budget for 2019 – 2020
  - ❖ UGC Grants
  - ❖ Other Grants
  - ❖ Infrastructure
  - ❖ Instruments Purchased
  - ❖ Placement
  - ❖ Awards and Achievements
- ❖ The following were approved by the Governing Body:
  - ★ The expenditure of the Autonomy grant for the year 2018-2019
  - ★ Proposed Autonomy Budget for the financial year 2019– 2020
  - ★ AQAR 2018-2019
  - ★ Research Policy



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- ★ New UG Programme B.Com Professional Accounting
- ★ New Certificate Programmes in Basic Accounting and Accounting Software and Agricultural Entrepreneurship
- ★ Code of Ethics
- ★ Handbook of Code of Conduct
- ★ Consultancy Policy
- ★ Resource Mobilisation Policy
- ★ Action Taken Report on Feedback
- ★ Interest Amount Rs. 25,949/- has been derived from PFMS account no.:42652 for the financial year 2018-2019 is to be transferred to UGC Autonomy account no.: 23422 for the financial year 2019-2020 and utilize the same to create assets.

❖ The following appreciations were made:

- The University nominee and the State Government nominee highly appreciated the administrative and academic excellence of the Institution in all its dimensions
- Conduct of YWED Courses to enhance the entrepreneurial skills among the students
- Introduction of B.Com Professional Accounting Programme and Certificate programme in Agricultural Entrepreneurship
- Tuition services rendered under Part-V activities to underprivileged school children
- Students' Placement at various On campus and Off campus interviews

❖ The following suggestions were made:

- To prepare Interdisciplinary / Joint Research Project proposals to avail more funds.
- To preplan for securing a rank in NIRF 2020.
- To include the statement "Revenue generated from Science Instrumentation Centre is spent only for the College purposes" in the Consultancy Policy.
- After donating computers to Schools, a follow up action has to be made regarding the proper utilization by the stakeholders.
- Intrusion of third party agencies for placements is to be strictly avoided.



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- > To create awareness among the Faculty members and Scholars about the funding agencies, a separate list for Arts and Science disciplines shall be prepared.
- > To encourage the Faculty Members to qualify SET exam to be conducted by Annamalai University, Chidambaram.
- > To introduce A.C.S programmes.
- > To raise the number of publications in UGC Approved Journals and research projects.

Dr. C.Devi Arockia Vanitha, Dean of Academic Affairs, proposed the vote of thanks.

  
Dean of Academic Affairs

  
PRINCIPAL

**Members Present**

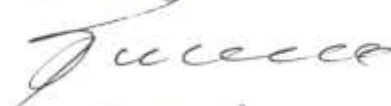
- > Tmt. Thilagavathy Ravindran, President
- > Thiru. A.Tenzing, Vice-President
- > Tmt. Aruna Ashok, Secretary
- > Thiru. C.Gunasingh, Member
- > Tmt. Preethi Vasikaran, Member
- > Dr. V. Chinniah, University Nominee
- > Dr. R.Baskaran, JDCE
- > Dr. (Mrs.) T. Palaneeswari, Principal

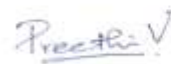
**Signature**















  
5/8/19.



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> Dr.(Mrs.) C. Devi Arockia Vanitha, Dean of Academic Affairs

> Mrs. E. Ponmalar, Controller of Examinations

> Mrs. R. Vijayapriya, Deputy Dean of Academic Affairs

> Dr. M. Murugalakshmi, Deputy Controller of Examinations



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PARAMARSH)

**MINUTES OF THE GOVERNING BODY MEETING HELD ON 14.02.2020**

The Twenty Sixth Governing Body Meeting was held on 14.02.2020 at 11.30 a.m. in the Secretary's Room.

**MEMBERS**

- > Tmt. Thilagavathy Ravindran, President
- > Thiru. A.Tenzing, Vice-President
- > Tmt. Aruna Ashok, Secretary
- > Thiru C.Gunasingh, Member
- > Tmt. Bina Rajasingh, Member
- > Tmt. Vijayalakshmi Chiranjeeviratnam, Member
- > Tmt. Preethi Vasikaran, Member
- > Dr.V.Chinniah, University Nominee
- > Dr. R.Baskaran, JDCE, State Government Nominee
- > Dr. (Mrs.) T.Palaneeswari, Principal
- > Dr. (Mrs.) C. Devi Arockia Vanitha, Dean of Academic Affairs
- > Mrs. E. Ponmalar, Controller of Examinations

**Special Invitees from Faculty**

- > Mrs. R. Vijayapriya, Deputy Dean of Academic Affairs
- > Dr. M. Murugalakshmi, Deputy Controller of Examinations

**AGENDA:**

- > **Presenting the minutes of**
  - ❖ 25<sup>th</sup> Governing Body Meeting
  - ❖ Report on Action Taken
  - ❖ Research
- > **Approval of minutes of**
  - ❖ Awards Committee Meeting
  - ❖ Finance Committee
  - ❖ Planning and Evaluation Committee
- > **Presenting the following for approval**
  - ❖ Policy Document for Sanction of Seed Money
  - ❖ Feedback Analysis and Action Taken Report
  - ❖ Guidelines for the Award of Management Incentives to Support Research Activities and Awards





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- Utilization of Autonomy Grant 2019-2020.
- Budget Proposal for 2020-2021.
- Examination and Evaluation
- UGC Grants
- Infrastructure
- Instruments Purchased
- Placement
- Awards and Achievements

**BUSINESS TRANSACTED**

- ❖ The meeting commenced at 11.30 a.m.
- ❖ The Principal greeted and welcomed the eminent members of the Governing Body.
- ❖ It was resolved to confirm the minutes of the previous Governing Body Meeting.
- ❖ It was resolved to confirm the report on the action taken for the suggestions given by the members of the Governing Body in the previous meeting.
- ❖ Through a Power Point Presentation, the Principal briefed the members about the
  - ❖ Confirmation of Minutes of the Previous Meeting
  - ❖ Report on Action Taken
  - ❖ Research
  - ❖ Awards Committee Meeting
  - ❖ Finance Committee
  - ❖ Planning and Evaluation Committee
  - ❖ Policy Document for Sanction of Seed Money
  - ❖ Feedback Analysis and Action Taken Report
  - ❖ Guidelines for the Award of Management Incentives to Support Research Activities and Awards
  - ❖ Examination and Evaluation
  - ❖ Abstract of Expenditure for 2019 - 2020
  - ❖ Budget for 2020 – 2021
  - ❖ UGC Grants
  - ❖ Infrastructure
  - ❖ Instruments Purchased
  - ❖ Placement
  - ❖ Awards and Achievements
- ❖ The following were approved by the Governing Body:
  - ★ The expenditure of the Autonomy grant for the year 2019-2020
  - ★ Proposed Autonomy Budget for the financial year 2020– 2021
  - ★ Policy Document for Sanction of Seed Money





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- ★ Feedback Analysis and Action Taken Report
- ★ Guidelines for the Award of Management Incentives to Support Research Activities and Awards
- ★ Upgrading Wi-Fi facility in our Campus from 10 Mbps + 40 Mbps to 100 Mbps.

❖ The following appreciations were made:

- The University Nominee congratulated our College and the Principal for receiving the One Student One Tree Award from the Ministry of Human Resource Development (MHRD).
- The University Nominee appreciated the college for becoming the Mentor Institution under UGC-PARAMARSH.
- Our Secretary appreciated the increase in the number of faculty members qualified NET and SET.
- Secretary also appreciated the efforts made by the staff towards the UGC PARAMARSH Scheme.
- Secretary appreciated the overall achievements of the students in the Intercollegiate events by bringing Shields from different colleges.

❖ The following suggestions were made:

- To receive additional seats from the University for the academic programmes excluding the 15% that is already been allotted, a request can be made to the University.
- To achieve a good score in NAAC Reaccreditation focus more on the Demand Ratio, Pass Percentage of the Students and Placement Records.
- To follow up the students status and performance at their workplace by keeping in touch with the recruiters of the College.
- To install recent android Television in the Secretary Room for screening the official videos.
- To upgrade the Flair Education Resource Management into Cloud based system.

Dr. C.Devi Arockia Vanitha, Dean of Academic Affairs, proposed the vote of thanks.

  
Dean of Academic Affairs

  
PRINCIPAL

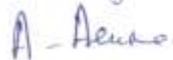
Members Present

➤ Tmt. Thilagavathy Ravindran, President

➤ Tmt. Aruna Ashok, Secretary

Signature







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> Thiru. S. Maheswaran , Member

> Tmt. Preethi Vasikaran, Member

> Dr. R.Baskaran, JDCE, State Government Nominee

> Dr. V. Chinniah, University Nominee

> Dr. (Mrs.) T. Palanceswari, Principal

> Dr.(Mrs.) C. Devi Arockia Vanitha, Dean of Academic Affairs

> Mrs. E. Ponnalar, Controller of Examinations

> Mrs. R. Vijayapriya, Deputy Dean of Academic Affairs

> Dr. M. Murugalakshmi, Deputy Controller of Examinations



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**MINUTES OF THE ONLINE GOVERNING BODY MEETING HELD ON 29.10.2020**

The Twenty Seventh Governing Body Meeting was held online on 29.10.2020 at 11.00 a.m.  
using Google Meet platform.

**MEMBERS**

- Tmt. Thilagavathy Ravindran, President
- Thiru. A.Tenzing, Vice-President
- Tmt. Aruna Ashok, Secretary
- Thiru C.Gunasingh, Member
- Tmt. Bina Rajasingh, Member
- Tmt. Vijayalakshmi Chiranjeeviratnam, Member
- Tmt. Preethi Vasikaran, Member
- Dr. G. Hemanthakumar, UGC Nominee
- Dr.(Thiru) P.Ponmuthuramalingam, JDCE, State Government Nominee
- Dr.H.Shakila, University Nominee
- Dr.S.Arivazhagan, Educationalist
- Dr. (Mrs.) T.Palaneeswari, Principal
- Dr. (Mrs.) C. Devi Arockia Vanitha, Dean of Academic Affairs
- Mrs. E. Ponmalar, Controller of Examinations

**Special Invitees from Faculty**

- Mrs. R. Vijayapriya, Deputy Dean of Academic Affairs
- Dr. D. Rajamani, Deputy Controller of Examinations

**AGENDA:**

- ★ Confirmation of Minutes of the Previous Meeting
- ★ Report on Action Taken
- ★ Strength of Students
- ★ Research
- ★ Board of Studies Meeting
- ★ Academic Council Meeting
- ★ Approval of Curriculum & other matters
- ★ Awards Committee Meeting
- ★ Examination and Evaluation
- ★ Abstract of Expenditure 2019 – 2020



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- ★ UGC Grants
- ★ Infrastructure
- ★ Instruments Purchased
- ★ Placement
- ★ Awards and Achievements

**BUSINESS TRANSACTED**

- ◇ The meeting commenced at 11.00 a.m.
- ◇ The Principal greeted and welcomed the eminent members of the Governing Body.
- ◇ It was resolved to confirm the minutes of the previous Governing Body Meeting.
- ◇ It was resolved to confirm the report on the action taken for the suggestions given by the members of the Governing Body in the previous meeting.
- ◇ Through a Power Point Presentation, the Principal briefed the members about the
  - ★ Confirmation of Minutes of the Previous Meeting
  - ★ Report on Action Taken
  - ★ Strength of Students
  - ★ Research
  - ★ Board of Studies Meeting
  - ★ Academic Council Meeting
  - ★ Approval of Curriculum & other matters
  - ★ Awards Committee Meeting
  - ★ Examination and Evaluation
  - ★ Abstract of Expenditure 2019 – 2020
  - ★ UGC Grants
  - ★ Infrastructure
  - ★ Instruments Purchased
  - ★ Placement
  - ★ Awards and Achievements
- ◇ **The following were approved by the Governing Body:**
  - The expenditure of the Autonomy grants for the year 2019-2020
  - Implementation of Outcome Based Education (OBE) with CBCS as per the UGC guidelines.
  - Uploading of Syllabus in Flair ERMS, a cloud-based software
  - Diploma in Office Management.
  - Annual Quality Assurance Report 2019-2020
  - Online Feedback Analysis from the Stakeholders and Action Taken Report
  - Academic Audit Report
  - Green, Environment and Energy Audit



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❖ **The following appreciations were made:**

- The UGC Nominee congratulated the efforts taken by the Institution and conveyed his wishes for the very best of future.
- The State Government Nominee appreciated the Management for providing quality education to the downtrodden students from the rural area.
- The University Nominee congratulated the positive attitude and achievements of the College during this pandemic period.
- The Educationalist congratulated the College for the achievements and conveyed wishes to achieve more and more in the future.
- Thiru.C.Gunasingh, Member of the College Management Committee congratulated the Institution and Management.

❖ **Suggestions: NIL**

Dr. C.Devi Arockia Vanitha, Dean of Academic Affairs, proposed the vote of thanks.

CDAU 29/10/20  
Dean of Academic Affairs

T. Palavesi  
PRINCIPAL

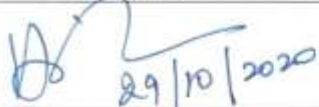

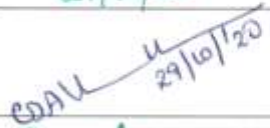



Members Present	Signature
Tmt. Thilagavathy Ravindran, President	R. Sri Jagannathan
Tmt. Aruna Ashok, Secretary	A. Aruna
Thiru C.Gunasingh, Member	T. Gunasingh
Thiru. S. Maheswaran, Member	S. Maheswaran
Dr. G. Hemanthakumar, UGC Nominee	G. Hemanthakumar
Dr.(Thiru) P.Ponmuthuramalingam, JDCE, State Government Nominee	P. Ponmuthuramalingam





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Members Present	Signature
Dr.H.Shakila, University Nominee	 29/10/2020
Dr.S.Arivazhagan, Educationalist	 11/11/20
Dr. (Mrs.) T. Palaneeswari, Principal	T. Palaneeswari 29/10/20
Dr.(Mrs.) C. Devi Arockia Vanitha, Dean of Academic Affairs	 29/10/20
Mrs. E. Ponmalar, Controller of Examinations	E. Ponmalar
Mrs. R. Vijayapriya, Deputy Dean of Academic Affairs	
Dr. D. Rajamani, Deputy Controller of Examinations	 29/10/20.
<b>Special Invitees (Members of College Committee)</b>	
Dr.S.Sivadevi, Head and Associate Professor of Physics	 29/10/20
Mrs.M.Sowthamani, Head and Associate Professor of Chemistry	M. Sowthamani
Mrs.K.Amutha, Office Superintendent	K. Amutha 29/10/20

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**2018-2019**

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SIVAKASI.  
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**GOVERNING BODY MEETING 2018-2019**  
**MEMBERS PRESENT**

DATE: 29.08.2018  
TIME: 11.00a.m.

S. No	Name with Address	Signature
1.	Dr.A.Arivudai Nambi, UGC Nominee	
2.	Dr. (Thiru) P.Ambalavanan State Government Nominee	
3.	Dr.V.Chinniah, University Nominee	
4.	Dr. S. Arivazhagan, Educationist	
5.	Tmt ,Thilagavathy Ravindran, President	
6.	Thiru. A.Tenzing, Vice-President	
7.	Tmt. Aruna Ashok, Secretary	
8.	Thiru C.Gunasingh, Member	
9.	Tmt. Bina Rajasingh, Member	
10.	Thiru. N.R.K.R.R.Rajaratnam, Member	
11.	Dr.(Mrs.) T. Palaneeswari, Principal	
12.	Special Invitees: Thiru. S.Maheswaran, Member	
13.	Thiru C. Vijayasingh, Member	
14.	Tmt. Vijayalakshmi Chiranjeeviratnam, Member	
15.	Tmt. Pallavi Selvaratnam, Member	
16.	Tmt. Sheela Gowri Arun, Member	
17.	Tmt. Preethi Vasikaran, Member	
18.	Mrs. R. Sudha Periathai, Dean of Academic Affairs	
19.	Mrs. E.Ponmalar, Controller of Examinations	



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**MINUTES OF THE GOVERNING BODY MEETING HELD ON 29.08.2018**

The Twenty Third Governing Body Meeting was held on 29.08.2018 at 11.00 a.m. in the Secretary's Room.

**MEMBERS PRESENT**

- > Tmt. Thilagavathy Ravindran, President
- > Thiru A. Tenzing, Vice-President
- > Tmt. Aruna Ashok, Secretary
- > Thiru. C. Gunasingh, Management Committee Member
- > Thiru. S. Maheswaran, Management Committee Member
- > Tmt. Vijayalakshmi Chiranjeeviratnam, Management Committee Member
- > Dr.V.Chinniah, University Nominee
- > Dr. (Thiru) P. Ambalavanan, JDCE, State Government Nominee
- > Dr. S. Arivazhagan, Educationist
- > Dr. (Mrs.) T.Palaneeswari, Principal
- > Mrs.R.Sudha Periathai, Dean of Academic Affairs
- > Mrs. E. Pommalar, Controller of Examinations

**Special Invitees from Faculty**

- > Dr.(Mrs.) C. Devi Arockia Vanitha, Deputy Dean of Academic Affairs
- > Dr.(Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

**AGENDA**

- o Confirmation of Minutes of the Previous Meeting
- o Action Taken Report
- o Students Strength
- o Research
- o College with Potential for Excellence – Phase II
- o Extension of Autonomy
- o Board of Studies Meeting
- o Awards Committee Meeting
- o Examination and Evaluation
- o Revised Budget for 2018 – 19
- o UGC Grants



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- Infrastructure
- Placement
- Awards and Achievements

**BUSINESS TRANSACTED**

- ❖ The meeting commenced at 11.00 a.m.
- ❖ The Principal cordially greeted and welcomed the eminent members of the Governing Body.
- ❖ It was resolved to confirm the minutes of the previous Governing Body Meeting.
- ❖ It was resolved to confirm the report on the action taken for the suggestions given by the members of the Governing Body in the previous meeting.
- ❖ Through a Power Point Presentation, the Principal briefed the members about the
  - ★ Research
  - ★ College with Potential for Excellence – Phase II
  - ★ Extension of Autonomy
  - ★ Board of Studies Meeting
  - ★ Awards Committee Meeting
  - ★ Examination and Evaluation
  - ★ Revised Budget for 2018 – 19
  - ★ UGC Grants
  - ★ Infrastructure
  - ★ Placement
  - ★ Awards and Achievements
- ❖ The following were approved by the Governing Body:
  - ★ The expenditure of the Autonomy grant for the year 2017-18
  - ★ Revised Autonomy Budget for the financial year 2018– 19
  - ★ The proposed expenditure of the CPE grant – Phase II for the year 2018-19
  - ★ AQAR 2017 – 2018
  - ★ New Certificate Programmes in Pyrotechnic Chemistry, Cheminformatics, Web Development, Flash, Visual Effects, Yoga and Library and Information Science.



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),  
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❖ The following appreciations were made:

- Research culture of the college has seen a remarkable progress through an increase in the number of PhD's in the Department of Mathematics, Physics and Chemistry
- Add on courses handled by our own faculty members of the Department of Computer Applications and Information Technology was appreciated.
- Improvement in the student's spoken English has overtly contributed to the overall placement strength of the college.

❖ The following suggestions were made:

- Motivate the faculty members to finish their doctorates and apply for guideship and upgrade the departments into research centers.
- Encourage faculty members to publish papers in reputed journals indexed in SCOPUS, Web of Science and ICI.
- To offer add on courses on Big Data, R Programming and Data Science.
- Initiatives to be taken to have a Rifle shooting club in the college.
- A candidate can repeat only one/two papers for the repeat examination. The term repeat can be renamed as 'Instant'.
- Have a tie up with Oxford University Press for conducting online courses.
- Insist the two wheeler users to wear helmets compulsorily.
- Stress on plastic free campus and educate student community on the environmental and health benefits of not using plastics for a better future.
- Can enrich vocabulary among the students by making them learn a new word every day.
- English proficiency of the candidate should be checked while they appear for faculty interview and further training could be given to the candidates who lack good communicative skills.



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- To encourage the students and staff members to get aware of online portals such as mooc to enhance e- learning.
- To allow the students to co-ordinate, convene and compeer collegiate events.

Mrs. R.Sudha Periathai, Dean of Academic Affairs, proposed the vote of thanks.

*R. Sudha Periathai*  
Dean of Academic Affairs

*T. Palaneeswari*  
PRINCIPAL

**Members Present**

**Signature**

➤ Tmt. Thilagavathy Ravindran, President

*T. Thilagavathy*

➤ Thiru A. Tenzing, Vice-President

*A. Tenzing*

➤ Tmt. Aruna Ashok, Secretary

*A. Aruna*

➤ Thiru. S. Maheswaran, Member

*S. Maheswaran*

➤ Thiru. C. Gunasingh, Member

*C. Gunasingh*

➤ Dr. V. Chinniah, University Nominee

➤ Dr. P.Ambalavanan, JDCE

*P. Ambalavanan*  
28.07.2018

➤ Dr. S. Arivazhagan, Educationist

*S. Arivazhagan*

➤ Tmt. Vijayalakshmi Chiranjeeviratnam, Member

*V. Vijayalakshmi*

➤ Dr. (Mrs.) T.Palaneeswari, Principal

*T. Palaneeswari*



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> Mrs.R.Sudha Periathai, Dean of Academic Affairs

*R. Sudha Periathai*

> Mrs. E. Ponnalar, Controller of Examinations

*E. Ponnalar*

> Dr.(Mrs.) C. Devi Arockia Vanitha, Deputy Dean of Academic Affairs

*CDAA*

> Dr.(Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

*S. Pethanachi Selvam*





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**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN  
(AUTONOMOUS) , SIVAKASI.**

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College with Potential for Excellence by UGC)

**MINUTES OF THE GOVERNING BODY MEETING HELD ON 08.02.2019**

The Twenty Fourth Governing Body Meeting was held on 08.02.2019 at 11.00 a.m. in the  
Secretary's Room.

**MEMBERS PRESENT**

- Tmt. Thilagavathy Ravindran, President
- Tmt. Aruna Ashok, Secretary
- Thiru. S. Maheswaran, Management Committee Member
- Tmt. Bina Rajasingh, Member
- Tmt. Vijayalakshmi Chiranjeeviratnam, Management Committee Member
- Tmt. Preethi Vasikaran, Management Committee Member
- Dr.V.Chinniah, University Nominee
- Dr. R.Baskaran, JDCE, State Government Nominee
- Dr. (Mrs.) T.Palaneeswari, Principal
- Dr. (Mrs.) R.Sudha Periathai, Dean of Academic Affairs
- Mrs. E. Ponmalar, Controller of Examinations

**Special Invitees from Faculty**

- Dr.(Mrs.) C. Devi Arockia Vanitha, Deputy Dean of Academic Affairs
- Dr.(Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

**AGENDA**

- Confirmation of Minutes of the Previous Meeting
- Report on Action Taken
- Students Strength
- Research
- Awards Committee Meeting
- Examination and Evaluation
- Revised Budget for 2018-2019
- Proposed Budget for 2019-2020
- UGC Grants
- Infrastructure
- Instruments Purchased
- Placement
- Awards and Achievements
- Any Other



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),  
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College with Potential for Excellence by UGC and Mentor Institution under UGC PARAMARSH)

**BUSINESS TRANSACTED**

- ❖ The meeting commenced at 11.00 a.m.
- ❖ The Principal cordially greeted and welcomed the eminent members of the Governing Body.
- ❖ It was resolved to confirm the minutes of the previous Governing Body Meeting.
- ❖ It was resolved to confirm the report on the action taken for the suggestions given by the members of the Governing Body in the previous meeting.
- ❖ Through a Power Point Presentation, the Principal briefed the members about the
  - ❖ Confirmation of Minutes of the Previous Meeting
  - ❖ Report on Action Taken
  - ❖ Students Strength
  - ❖ Research
  - ❖ Awards Committee Meeting
  - ❖ Examination and Evaluation
  - ❖ Revised Budget for 2018 - 2019
  - ❖ Proposed Budget for 2019 – 2020
  - ❖ UGC Grants
  - ❖ Other Grants
  - ❖ Infrastructure
  - ❖ Instruments Purchased
  - ❖ Placement
  - ❖ Awards and Achievements
- ❖ The following were approved by the Governing Body:
  - ★ The expenditure of the Autonomy grant for the year 2018-2019.
  - ★ Revised Autonomy Budget for the financial year 2018-2019.
  - ★ Proposed Autonomy Budget for the financial year 2019– 2020.
  - ★ Proposed expenditure of the CPE grant Phase – II (Recurring) for the year 2018-2019.
  - ★ Expenditure for the CPE grant Phase – II (Non-Recurring) for the year 2018-2019.
  - ★ Interest Amount Rs. 3,26,596/- has been generated till 06.02.2019 in UGC Account and it is resolved to transfer Rs. 2,78,655/- to CPE Account and Rs. 47,941/- to UGC Autonomy Account.



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❖ The following appreciations were made:

- Students' Ethnic wear day was highlighted and appreciated.
- Improvement in the enrollment of MOOCs NPTEL and Swayam by the Staff members and the students was appreciated.
- Recognized the full worth of improvement in the students' vocabulary through a new word every day.
- Smoke free environment day as an eco-friendly initiative was admired.
- Acknowledged the contribution of Staff and Students for Gaja Cyclone Relief Fund.
- Commended the installation of the ORELL software for improving the English proficiency of the students.
- Praised the steps taken for the up gradation of Science Laboratories by purchasing the instruments.

❖ The following suggestions were made:

- To develop students into Budding Entrepreneurs by providing a platform to exhibit and sell their own products.
- To conduct more number of hands-on training programmes / workshops to inculcate entrepreneurial skills.
- To organize science exhibitions / model displays to instill the scientific temper in students.
- To introduce innovative courses in the Curriculum to meet the local needs.
- To arrange demo sessions for handling the newly purchased instruments.
- To organize more number of awareness programme on Women issues.



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- > To insist the Faculty Members to apply for Minor / Major Research Projects from various funding agencies.
- > To strengthen the Nutrition and Dietetics and Costume Design and Fashion Departments by signing MoU with reputed Institutions.
- > To organize "Food Mela" by Nutrition and Dietetics Department.
- > To introduce Inter-disciplinary Certificate Course on "Basic Accounting"

Dr. R. Sudha Periathai, Dean of Academic Affairs, proposed the vote of thanks.

*R. Sudha Periathai*  
Dean of Academic Affairs

*T. Palaneeswari*  
PRINCIPAL

**Members Present**

> Tmt. Thilagavathy Ravindran, President

*R. Srilakshmi* Signature

> Tmt. Aruna Ashok, Secretary

*A. Aruna*

> Thiru. S. Maheswaran, Member

*S. Maheswaran*

> Tmt. Bina Rajasingh, Member

*Bina Rajasingh*

> Tmt. Vijayalakshmi Chiranjeeviratnam, Member

*V. Vijayalakshmi*

> Tmt. Preethi Vasikaran, Management Committee Member

*Preethi V*

> Dr. V. Chinniah, University Nominee

*V. Chinniah*

> Dr. R. Baskaran, JDCE

*R. Baskaran*

> Dr. (Mrs.) T. Palaneeswari, Principal

*T. Palaneeswari*



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➤ Dr. (Mrs.) R.Sudha Periathai, Dean of Academic Affairs

*R. Sudha Periathai*

➤ Mrs. E. Ponmalar, Controller of Examinations

*E. Ponmalar*

➤ Dr.(Mrs.) C. Devi Arockia Vanitha, Deputy Dean of Academic Affairs

*CDAA*

➤ Dr.(Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

*S. Pethanachi Selvam*



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**2017-2018**

**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.**

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**MINUTES OF THE GOVERNING BODY MEETING HELD ON 10.08.2017**

The Twenty Two Governing Body Meeting was held on 10.08.2017 at 10.45 a.m. in the Secretary's Room.

**MEMBERS PRESENT**

- > Tmt. Thilagavathy Ravindran, President
- > Thiru A. Tenzing, Vice-President
- > Tmt. Aruna Ashok, Secretary & Correspondent
- > Tmt. Bina Rajasingh, Member
- > Thiru. S. Maheswaran, Management Committee Member
- > Dr. A.A. Nambi, UGC Nominee
- > Dr. V. Venkatraman, University Nominee
- > Dr. K. Kudalingam, JDCE, State Government Nominee
- > Dr. S. Arivazhagan, Educationist
- > Dr. (Mrs.) D. Sasireka, Principal
- > Dr. (Mrs.) T. Palaneeswari, Dean of Academic Affairs
- > Mrs. E. Ponmalar, Controller of Examinations

*R. Srilagaa*

**Special Invitees from Faculty**

- > Dr.(Mrs.) C. Devi Arockia Vanitha, Deputy Dean of Academic Affairs
- > Dr.(Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

**AGENDA**

- ⊙ Confirmation of Minutes of the Previous Meeting
- ⊙ Action Taken Report
- ⊙ Students Strength
- ⊙ Research
- ⊙ College with Potential for Excellence – Phase II
- ⊙ Extension of Autonomy
- ⊙ Board of Studies Meeting
- ⊙ Academic Council Meeting
- ⊙ Approval of Curriculum
- ⊙ Approval of Other Matters





**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),  
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- Awards Committee Meeting
- Examination and Evaluation
- Budget 2017 – 2018
- UGC Grants
- Infrastructure
- Instruments Purchased
- Placement
- Awards and Achievements

**BUSINESS TRANSACTED**

- ◇ The meeting commenced at 10.45 a.m.
- ◇ The Principal cordially greeted and welcomed the eminent members of the Governing Body.
- ◇ It was resolved to confirm the minutes of the previous Governing Body Meeting.
- ◇ It was resolved to confirm the report on the action taken for the suggestions given by the members of the Governing Body in the previous meeting.
- ◇ Through a Power Point Presentation, the Principal briefed the members about the
  - ★ Students Strength
  - ★ Research
  - ★ College with Potential for Excellence – Phase II
  - ★ Extension of Autonomy
  - ★ Board of Studies Meeting
  - ★ Academic Council Meeting
  - ★ Approval of Curriculum
  - ★ Approval of Other Matters
  - ★ Awards Committee Meeting
  - ★ Examination and Evaluation
  - ★ Budget 2017 – 2018
  - ★ UGC Grants
  - ★ Infrastructure
  - ★ Instruments Purchased
  - ★ Placement
  - ★ Awards and Achievements



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- ◆ The following were approved by the Governing Body:
  - ☆ The expenditure of the Autonomy grant for the year 2016-17.
  - ☆ Proposed Autonomy Budget for the financial year 2017-2018
  - ☆ AQAR 2016-2017.
  - ☆ Revised Syllabi of the following courses and disciplines
    - I UG and I PG
    - Part I – Hindi and French
    - Part IV – Peace Education, Environmental Studies and Computer Literacy.
    - M.Phil Programmes: Tamil, English and Commerce
    - Certificate, Diploma and PG Diploma Programmes.
  - ☆ Modifications in question pattern for Part-IV courses.
  - ☆ Modification in the Syllabus of PG Chemistry.
  - ☆ New Certificate Programmes in Bakery Products, Women's Outfit, Yoga and Museology.
  - ☆ Approved the candidate with speech and hearing disabilities to appear in the Soft Skill Enhancement and Subject Viva End Semester Examination in the written form.
  - ☆ Reimbursement of honorarium paid to Controller of Examination out of autonomy fund for the months of April, May and June.
  - ☆ Changes in honorarium for examination related duties.
- ◆ The following appreciations were made:
  - ☆ Commended on the Minor Research Project grants received by seven faculty members.
  - ☆ The Joint Director of Collegiate Education appreciated the sincere efforts put forward by the college in the realms of academics and administration.
- ◆ The following suggestions were made:
  - To enlighten the students about the certificate courses offered by NPTEL and encourage them to enroll in large numbers.



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- To fill the gaps in the language abilities of students through capacity building and interactive platforms like Ice Breaking session.
- To allow the students to co-ordinate, convene and compeer collegiate events.
- To assign simple projects to students in order to familiarize them with research and SPSS tools.
- To encourage the students to take up direct Ph.D after completion of PG.
- Research culture of the college has to be reinforced by increasing the number of Research Centres and by motivating the eligible faculty to apply for guide ship.
- To coach the students for cracking NET which will open wide opportunities for them, like appointments in Central Universities.
- Identification and project oriented study of area - specific problems like the conservative attitude of parents towards education and employment of girl children have to be taken up.
- To offer hands-on training to students on the panoramic possibilities which GST has actualized so that they become experts in providing public related services like filing of tax returns.
- Students can be equipped to reap the benefits of new avenues like Automobile servicing, Car driving and Software development.
- Students can be taken for the food festivals organized in other educational institutions in and around Madurai so that they are motivated to arrange similar ones by themselves.
- To invite personalities with practical exposure in their respective fields, rather than purely educationists, for addressing the students at special occasions.
- To get authentication for building plan and building stability through necessary certificates issued by competent authority.
- To approach PWD and undergo the incumbent procedure for obtaining certification for the Gas rooms in the laboratories, kitchen and canteen.



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),  
SIVAKASI – 626 123.**






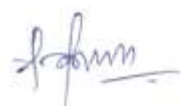

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- Counselling programme can be arranged for faculty members to keep them on tab with the current trends in teaching methodology and in actualizing a student - friendly atmosphere in the class room.
- To encourage the thought-provoking ideas and out-of-the-box thinking found in students, which have the potential to result in great ventures.
- To arrange inspiring lectures by inviting renowned industrial experts.

Mrs. Aruna Ashok, Secretary, proposed the vote of thanks.

**Members Present**

**Signature**

- |   |   |
|---|---|
| ➤ Tmt. Thilagavathy Ravindran, President            |   |
| ➤ Thiru A. Tenzing, Vice-President                  |   |
| ➤ Tmt. Aruna Ashok, Secretary                       |   |
| ➤ Tmt. Bina Rajasingh, Member                       |   |
| ➤ Thiru. S. Maheswaran, Management Committee Member |  |
| ➤ Dr. A. Arivudai Nambi, UGC Nominee                |   |
| ➤ Dr. V. Venkatraman, University Nominee            |   |



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> Dr. K. Kudalingam, JDCE

*K. Kudalingam*

> Dr. S. Arivazhagan, Educationist

*S. Arivazhagan*

> Dr. (Mrs.) D. Sasireka, Principal

*D. Sasireka*

> Dr. (Mrs.) T. Palaneeswari, Dean of Academic Affairs

*T. Palaneeswari*

> Mrs. E. Ponmalar, Controller of Examinations

*E. Ponmalar*

> Dr. (Mrs.) C. Devi Arockia Vanitha, Deputy Dean of Academic Affairs

*C. Devi Arockia Vanitha*

> Dr. (Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

*S. Pethanachi Selvam*



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**MINUTES OF THE GOVERNING BODY MEETING HELD ON 22.03.2018**

The Twenty Two Governing Body Meeting was held on 22.03.2018 at 9.30 a.m. in the Secretary's Room.

**MEMBERS**

- Tmt. Thilagavathy Ravindran, President
- Thiru A. Tenzing, Vice-President
- Tmt. Aruna Ashok, Secretary & Correspondent
- Tmt. Bina Rajasingh, Member
- Thiru. S. Maheswaran, Management Committee Member
- Dr. A.A. Nambi, UGC Nominee
- Dr. V. Venkatraman, University Nominee
- Dr. K. Kudalingam, JDCE, State Government Nominee
- Dr. S. Arivazhagan, Educationist
- Dr. (Mrs.) D. Sasireka, Principal
- Dr. (Mrs.) T. Palaneeswari, Dean of Academic Affairs
- Mrs. E. Ponmalar, Controller of Examinations

**Special Invitees from Faculty**

- Dr.(Mrs.) C. Devi Arockia Vanitha, Deputy Dean of Academic Affairs
- Dr.(Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

**AGENDA**

- ⊙ Confirmation of Minutes of the Previous Meeting
- ⊙ Action Taken Report
- ⊙ Students Strength
- ⊙ Research
- ⊙ College with Potential for Excellence – Phase II
- ⊙ Extension of Autonomy
- ⊙ Board of Studies Meeting
- ⊙ Awards Committee Meeting
- ⊙ Revised Budget for 2017 - 18
- ⊙ Proposed Budget for 2018 – 2019





**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),  
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- ❖ Infrastructure
- ❖ Placement
- ❖ Awards and Achievements

**BUSINESS TRANSACTED**

- ❖ The meeting commenced at 9.30 a.m.
- ❖ The Principal cordially greeted and welcomed the eminent members of the Governing Body.
- ❖ It was resolved to confirm the minutes of the previous Governing Body Meeting.
- ❖ It was resolved to confirm the report on the action taken for the suggestions given by the members of the Governing Body in the previous meeting.
- ❖ Through a Power Point Presentation, the Principal briefed the members about the
  - ★ Research
  - ★ College with Potential for Excellence – Phase II
  - ★ Extension of Autonomy
  - ★ Board of Studies Meeting
  - ★ Awards Committee Meeting
  - ★ Revised Budget for 2017 - 18
  - ★ Proposed Budget for 2018 – 2019
  - ★ UGC Grants
  - ★ Infrastructure
  - ★ Placement
  - ★ Awards and Achievements
- + The following were approved by the Governing Body:
  - ⊖ The expenditure of the Autonomy grant for the year 2017-18
  - ⊖ Revised Autonomy Budget for the financial year 2017 – 18
  - ⊖ Proposed Autonomy Budget for the financial year 2018-2019
  - ⊖ Revision of payment to assistant for the distribution and packing of answer scripts as Rs.40/- per session per person.
  - ⊖ Revision of fee for online examination.



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✦ The following appreciations were made:

- ✧ Applauded the effort of the principal and faculty in motivating the enrolment of students in NPTEL courses.
- ✧ Dr.A.Nambi, UGC nominee commended the steadfast dedication and commitment of the management, the principal and the faculty shown to bring progress and empower young women with knowledge and entrepreneurial skill.
- ✧ Appreciated the hands-on training given to students on GST to become experts in providing public related services like filing of tax returns.

✦ The following suggestions were made:

- To motivate the students not only to enroll in NPTEL courses but also to appear for the examination.
- To encourage the students aspiring to start entrepreneurship to prepare project report to enable them to aware of the feasibility of the venture.
- Research culture of the college has to be reinforced by increasing the number of Research Centres.
- To trigger off the faculty to crack NET
- To invite industrialists with practical exposure for addressing the students at special occasions.

Mrs. Aruna Ashok, Secretary, proposed the vote of thanks.

*T. Palanivesan*  
Dean of Academic Affairs

*D. Sabirah*  
Principal

**Members Present**

- Tmt. Thilagavathy Ravindran, President
- Tmt. Aruna Ashok, Secretary

Signature  
*R. Jini Loganathan*

*A. Aruna*



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),  
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➤ Tmt. Bina Rajasingh, Member

*Bina Rajasingh*

➤ Thiru. S. Maheswaran, Management Committee Member

*S. Maheswaran*

➤ Dr. A. Arivudai Nambi, UGC Nominee

*A. Arivudai Nambi*

➤ Dr. V. Venkatraman, University Nominee

*V. Venkatraman*

➤ Dr. K. Kudalingam, JDCE

*K. Kudalingam*  
22/3

➤ Dr. S. Arivazhagan, Educationist

*S. Arivazhagan*  
22/03/18

➤ Dr. (Mrs.) D. Sasireka, Principal

*D. Sasireka*

➤ Dr. (Mrs.) T. Palaneeswari, Dean of Academic Affairs

*T. Palaneeswari*

➤ Mrs. E. Ponmalar, Controller of Examinations

*E. Ponmalar*

➤ Dr.(Mrs.) C. Devi Arockia Vanitha, Deputy Dean of Academic Affairs

*C. Devi Arockia Vanitha*

➤ Dr.(Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

*S. Pethanachi Selvam*  
22/3/18



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),  
SIVAKASI – 626 123.**

(Affiliated to Madurai Kamaraj University, Re-accredited with A Grade by NAAC,  
College with Potential for Excellence by UGC and Mentor Institution under UGC PARAMARSH)

**2016-2017**



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS)**  
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College with Potential for Excellence by UGC)

**SIVAKASI**

**MINUTES OF THE GOVERNING BODY MEETING HELD ON 05.08.2016**

The Twentieth Governing Body Meeting was held on 05.08.2016 at 11.30 a.m. in the Secretary's Room.

**Members Present**

❖ **Management Trust**

- > Tmt. Thilagavathy Ravindran, President
- > Thiru A. Tenzing, Vice-President
- > Tmt. Aruna Ashok, Secretary & Correspondent
- > Thiru C. Gunasingh, Member

❖ **Special Invitees**

- > Thiru.S.Maheswaran,
- > Tmt.Preethi Vasikaran

❖ **Nominees**

- > Dr.A.A.Nambi, UGC Nominee
- > Dr. V. Venkatraman, University Nominee
- > Dr. S. Arivazhagan, Educationalist

❖ **Ex-Officio Member**

- > Dr. (Mrs.) D. Sasireka, Principal

❖ **Senior Faculty**

- > Dr. (Mrs.) T. Palaneeswari, Dean of Academic Affairs
- > Mrs. E. Ponmalar, Controller of Examinations

❖ **Special Invitees from Faculty**

- > Dr.(Mrs.) C.Devi Arockia Vanitha, Deputy Dean of Academic Affairs
- > Dr.(Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations
- > Dr.(Mrs.)M.Murugalakshmi, Member Secretary

**External experts unable to attend the meeting:**

- > Dr. (Mrs.) V. Indhumathy, State Government Nominee.



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**AGENDA**

- ◊ Action Taken Report
- ◊ Research
- ◊ Awards Committee Meeting
- ◊ Budget 2016 – 2017
- ◊ UGC Grants
- ◊ Recommendations of Finance Committee
- ◊ Instruments Purchased
- ◊ Placement
- ◊ Awards and Achievements

**BUSINESS TRANSACTED**

- ❖ The meeting commenced at 11.30 a.m.
- ❖ The Principal cordially greeted and welcomed the eminent members of the Governing Body.
- ❖ It was resolved to confirm the minutes of the previous Governing Body Meeting.
- ❖ It was resolved to confirm the report on the action taken for the suggestions given by the members of the Governing Body in the previous meeting.
- ❖ Through a Power Point Presentation, the Principal briefed the members about the
  - ★ Students Strength
  - ★ Approval of Curriculum
  - ★ Research
  - ★ College with Potential for Excellence – Phase II
  - ★ Extension of Autonomy
  - ★ Board of Studies Meeting
  - ★ Awards Committee Meeting
  - ★ Academic Council Meeting



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- ★ Examination and Evaluation
  - ★ Budget 2016 – 2017
  - ★ UGC Grants
  - ★ Recommendations of Finance Committee
  - ★ Other Matters for Approval
  - ★ Infrastructure
  - ★ Instruments Purchased
  - ★ Placement
  - ★ Awards and Achievements
- ✦ The following were approved by the Governing Body:
- ☆ Syllabi of II and III B.Sc. Mathematics (CA), II M.Com.(B.T.), II M.Com.(CA), II M.Com.(HRD), II M.A. History and B.C.A.
  - ☆ Minutes of the IQAC Meeting held on 22.07.2016 regarding UGC Regulations – M.Phil / Ph.D.
  - ☆ AQAR 2015 – 2016
  - ☆ A remodeled programme M.Sc. (CS & IT) to M.Sc. Computer Science.
  - ☆ PG elective CSIR-UGC NET Prelims for II PG students
  - ☆ Job-Oriented Course- Stenography.
  - ☆ New Certificate Programmes : Vocational English, Basics of Film Studies, Vermicomposting and Women's Clothing
  - ☆ Add-On Courses through YWED: Soft Toy Making, Painting, Handicrafts and Surface Embellishment
  - ☆ Revision of Honorarium for examination related work
  - ☆ Revised Budget for the financial year 2016-2017





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✦ The following appreciations were made:

- ✧ The Principal briefed the gathering about the placement training programme (STRIPLINGS) being given to final year UG Students and the effort was appreciated by Dr.A.A.Nambi, UGC Nominee.
- ✧ Inception of Young Women Entrepreneurship Development Centre (YWED) was appreciated.

✦ The following suggestions were made:

- It was unanimously suggested to appoint an experienced Professional Student Counselor on part-time basis to address the multifarious challenges in the personality development of students.
- Dr.A.A.Nambi suggested that contact can be established with Dr.Solomon, Member, British Council, who is associated with the Business English Programme of Stella Maris College to upgrade the BEC Programme to the progressive levels.
- Suggestion was made to widen the commercial scope of the Entrepreneurial activity of Mushroom Cultivation and Bio-Fertilizers production done by the Department of Botany by launching the end products in market.
- Dr. S. Arivazhagan recommended that in addition to UGC, alternative sources of grants for funding research projects should be looked forward to.
- Thiru A. Tenzing, Member, evinced keen interest in allocating seed money from the Management towards the viable projects of faculty members after proper scrutiny.
- Two-day workshop can be convened to sensitize Faculty members about the art of proposal writing and to impart hands- on training in order to attract DST funding.
- It was proposed by the members of the Governing Body to request UGC to sanction an additional financial support of ₹ 2 lakhs every year under Autonomy Grant for having introduced NCC as Non-major Elective courses under regular curriculum to under-graduate students from the academic year 2013-14.



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- Thiru C. Gunasingh, Member, stressed on the demand for Night dress among women in the neighbourhood and encouraged tapping it through the efforts of the Young Entrepreneurs budding from the institution.
- Suggestion arose to conduct an Idea Contest among the students to identify viable Entrepreneurial projects and to support them in the form of Men, Money, Materials, Methods and Machines so that the innovative products can be launched in the market.

Mrs. Aruna Ashok, Secretary, proposed the vote of thanks.

- Tmt. Thilagavathy Ravindran, President

*R. Thilagavathy Ravindran*

- Thiru A. Tenzing, Vice-President

*A. Tenzing*

- Tmt. Aruna Ashok, Secretary & Correspondent

*A. Aruna*

- Thiru C. Gunasingh, Member

*C. Gunasingh*

- Thiru.S.Maheswaran,

*S. Maheswaran*

- Tmt.Preeti Vasikaran

*Preeti V.*

- Dr. V. Venkatraman, University Nominee

*V. Venkatraman*

- Dr. S. Arivazhagan, Educationalist

*S. Arivazhagan*



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> Dr. (Mrs.) D. Sasireka, Principal

*D. Sasireka*

> Dr. A. A. Nambi, UGC Nominee

*A. A. Nambi*

> Dr. (Mrs.) T. Palaneeswari, Dean of Academic Affairs

*T. Palaneeswari*

> Mrs. E. Ponmalar, Controller of Examinations

*E. Ponmalar*

> Dr. (Mrs.) C. Devi Arockia Vanitha, Dean of Academic Affairs

*CDAA*  
*5/8/16*

> Dr. (Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

*S. Pethanachi Selvam*

> Dr. (Mrs.) M. Murugalakshmi, Member Secretary.

*M. Murugalakshmi*  
*5/8/16*



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**SIVAKASI**

**MINUTES OF THE GOVERNING BODY MEETING HELD ON 28.02.2017**

The Twenty First Governing Body Meeting was held on 28.02.2017 at 10.30 a.m.  
in the Secretary's Room.

**MEMBERS PRESENT**

❖ **Management Trust**

- Tmt. Thilagavathy Ravindran, President
- Thiru A. Tenzing, Vice-President
- Tmt. Aruna Ashok, Secretary & Correspondent
- Thiru C. Gunasingh, Member

❖ **Special Invitees**

- Thiru.S.Maheswaran,
- Tmt.Preethi Vasikaran

❖ **Nominees**

- Dr.A.A.Nambi, UGC Nominee
- Dr. V. Venkatraman, University Nominee

❖ **Ex-Officio Member**

- Dr. (Mrs.) D. Sasireka, Principal

❖ **Senior Faculty**

- Dr. (Mrs.) T. Palanceswari, Dean of Academic Affairs
- Mrs. E. Ponmalar, Controller of Examinations

❖ **Special Invitees from Faculty**

- Dr.(Mrs.) C.Devi Arockia Vanitha, Deputy Dean of Academic Affairs
- Dr.(Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations
- Dr.(Mrs.)M.Murugalakshmi, Member Secretary

**AGENDA**

- Action Taken Report
- Research
- Awards Committee Meeting
- Programmes to be introduced



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),  
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- Budget 2017 – 2018
- UGC Grants
- Recommendations of Finance Committee
- Instruments Purchased
- Placement
- Awards and Achievements

**BUSINESS TRANSACTED**

- ❖ The meeting commenced at 10.30 a.m.
- ❖ The Principal cordially greeted and welcomed the eminent members of the Governing Body.
- ❖ It was resolved to confirm the minutes of the previous Governing Body Meeting.
- ❖ It was resolved to confirm the report on the action taken for the suggestions given by the members of the Governing Body in the previous meeting.
- ❖ Through a Power Point Presentation, the Principal briefed the members about the
  - ★ Students Strength
  - ★ Revision of Curriculum
  - ★ Research
  - ★ College with Potential for Excellence – Phase II
  - ★ Extension of Autonomy
  - ★ Awards Committee Meeting
  - ★ Examination and Evaluation
  - ★ Budget 2017 – 2018
  - ★ UGC Grants
  - ★ Recommendations of Finance Committee
  - ★ Infrastructure
  - ★ Instruments Purchased
  - ★ Placement
  - ★ Awards and Achievements
- ❖ The following were approved by the Governing Body:
  - ☆ The expenditure of the Autonomy grant for the year 2016-17.
  - ☆ Proposed Autonomy Budget for the financial year 2017-2018



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- ☆ Minutes of the IQAC Meeting held on 02.09.2016 regarding Rules and Regulations to be followed by Research Guides and Research Awardees.
- ☆ Minutes of the IQAC Meeting held on 14.02.2017 where in evaluation methods for the scrutiny of Best Outgoing Student were discussed.
- ☆ Minutes of the Meeting of CDDC held on 22.02.2017 regarding re-designing of curriculum and revision of M.Phil syllabi for those who join from June 2017.
- ☆ Syllabus of the course 'Femme Attire' introduced by the Department of Botany.
- ◆ The following appreciations were made:
  - ☆ Members of the Governing Body unanimously appreciated the CPE – Phase II grant of Rs. 1.25 Crores.
  - ☆ Applauded the members of faculty who qualified TNSET
  - ☆ Commended on the Minor Research Project grants received by five faculty members.
  - ☆ Best Paper Award won by Dr.U.Umadevi, Assistant Professor of Botany, for her presentation at 18<sup>th</sup> International Conference on Live-stock Farming Medicine and Management, London was highly honoured.
  - ☆ Initiatives taken by Young Women Entrepreneurship Development Centre (YWED) to provide the students with entrepreneurial orientation with the motive of making them employable were appreciated.
  - ☆ Appreciated the Entrepreneurial activities of the Department of Botany for having provided the platform for the students to exhibit and sell their products (Mushroom and Vermi-compost).
  - ☆ Appreciated the course titled 'Femme Attire' which covers the sewing procedure for ladies wear such as Blouse, Chudithar and Salwar.
  - ☆ Appreciated the performance of students in Inter-collegiate competitions organized at different colleges, where in our students have won over-all Shield
- ◆ The following suggestions were made:
  - Suggested to include skill based content in the curriculum during syllabus revision focusing on instilling in students a range of transferable skills.





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- Suggested to familiarise the students in preparing Entrepreneurial projects and to create awareness among them about the financial assistance available to women entrepreneurs.
- Suggested to look forward to the alternative sources of grants for funding research projects.
- Suggestion arose to organize Faculty Development Programme to impart hands-on training about the art of proposal writing.

Mrs. Aruna Ashok, Secretary, proposed the vote of thanks.

➤ Tmt. Thilagavathy Ravindran, President

*R. Sri. Lagay. Thiy*

➤ Thiru A. Tenzing, Vice-President

*A. Tenzing*

➤ Tmt. Aruna Ashok, Secretary & Correspondent

*A. Aruna*

➤ Thiru C. Gunasingh, Member

*D. Gunasingh*

➤ Thiru.S.Maheswaran,

*S. Maheswaran*

➤ Tmt.Preeti Vasikaran

*Preeti: V*

➤ Dr. V. Venkatraman, University Nominee

*V. Venkatraman*



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➤ Dr. (Mrs.) D. Sasireka, Principal

*D. Sasireka*

➤ Dr. A. A. Nambi, UGC Nominee

*A. A. Nambi*

➤ Dr. (Mrs.) T. Palaneeswari, Dean of Academic Affairs

*T. Palaneeswari*

➤ Mrs. E. Ponmalar, Controller of Examinations

*E. Ponmalar*

➤ Dr. (Mrs.) C. Devi Arockia Vanitha, Dean of Academic Affairs

*C. Devi Arockia Vanitha*

➤ Dr. (Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

*S. Pethanachi Selvam*

➤ Dr. (Mrs.) M. Murugalakshmi, Member Secretary.

*M. Murugalakshmi*



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**2015-2016**

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**MINUTES OF THE GOVERNING BODY MEETING HELD ON 15.12.2015**

The Eighteenth Governing Body Meeting was held on 15.12.2015 at 11.30 a.m. in the Secretary's Room.

**Members Present**

- > Tmt. Thilagavathy Ravindran, President
- > Thiru A. Tenzing, Vice-President
- > Tmt. Aruna Ashok, Secretary & Correspondent
- > Thiru C. Gunasingh, Member
- > Dr.(Mrs.)V. Indhumathy, State Government Nominee
- > Dr. V. Venkatraman, University Nominee
- > Dr. S. Arivazhagan, Educationalist
- > Thiru C. Vijayasingh, Special Invitee
- > Tmt. Vijayalakshmi Chiranjeeviratnam, Special Invitee
- > Dr. (Mrs.) D. Sasireka, Principal
- > Dr. (Mrs.) T. Palaneeswari, Dean of Academic Affairs
- > Mrs. E. Ponmalar, Dean of Academic Affairs
- > Mrs. K.P. Radha, Controller of Examinations
- > Dr.(Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

The Principal cordially greeted the eminent members of the Governing Body and welcomed them. She also introduced the new Governing Body member Dr. V. Venkatraman, Principal, Rajus' College, Rajapalayam.

Through a PowerPoint Presentation, the Principal briefed the members about the

- ☆ Action Taken Report
- ☆ Students Strength
- ☆ Provisional Affiliation of Programmes
- ☆ Research
- ☆ Awards Committee Meeting
- ☆ Examination and Evaluation
- ☆ Budget 2015 – 2016
- ☆ UGC Grants



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- ☆ Recommendations of Finance Committee
- ☆ Approval of AQAR 2014-2015
- ☆ Instruments Purchased
- ☆ Placement
- ☆ Awards and Achievements

The following were approved by the Governing Body:

- ☆ Programmes - B.Sc. Mathematics with Computer Applications, M.A. History and M.Com (Human Resource Development).
- ☆ Introduction of BEC components in Part-II English and Soft Skills Enhancement Course.
- ☆ Introduction of UGC NET / CSIR NET prelims as an elective course in the PG programme.
- ☆ Revised budget for the Financial Year 2015-2016.
- ☆ Fixation of Honorarium and Remuneration for examination related duties.
- ☆ Annual Quality Assurance Report (AQAR) 2014-2015 which must be subsequently submitted online.

The following suggestions and appreciation were made:

- ☆ Appreciated BEC results and suggested the introduction of 'Wings' as an alternative international Communicative English course.
- ☆ Suggested introducing practical programmes like B.Sc. Counselling and Psychotherapy.
- ☆ Dr. V. Venkatraman proposed Certificate Course in English for Vocations and Certificate Course in Film Studies.
- ☆ Advised increasing the remuneration for Ph.D. Viva-voce to ₹ 1000/-.
- ☆ Suggested boosting placement by inviting the fresh alumnae to appear for on-campus interviews along with the current batch of outgoing students.
- ☆ The Principal also offered to personally motivate Ph.D holders to undertake Major/Minor projects.



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➤ Dr.(Mrs.)V. Indhumathy, JDCE

- V. Indhumathy  
15/12/15

➤ Dr. (Mrs.) D. Sasireka, Principal

- D. Sasireka

➤ Dr. (Mrs.) T. Palaneeswari, Dean of Academic Affairs

- T. Palaneeswari

➤ Mrs. E. Ponnalar, Dean of Academic Affairs

- E. Ponnalar

➤ Mrs. K.P. Radha, Controller of Examination

- K.P. Radha

➤ Dr.(Mrs.) S. Pethanachi Selvam, Deputy COE

- S. Pethanachi Selvam

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**MINUTES OF THE GOVERNING BODY MEETING HELD ON 05.03.2016**

The Nineteenth Governing Body Meeting was held on 05.03.2016 at 10 a.m. in the Secretary's Room.

**Members Present**

- Tmt. Thilagavathy Ravindran, President
- Thiru A. Tenzing, Vice-President
- Tmt. Aruna Ashok, Secretary & Correspondent
- Thiru C. Gunasingh, Member
- Dr. V. Venkatraman, University Nominee
- Dr. S. Arivazhagan, Educationalist
- Thiru C. Vijayasingh, Special Invitee
- Tmt. Vijayalakshmi Chiranjeeviratnam, Special Invitee
- Dr. (Mrs.) D. Sasireka, Principal
- Dr. (Mrs.) T. Palaneeswari, Dean of Academic Affairs
- Mrs. K.P. Radha, Controller of Examination
- Dr.(Mrs.) S. Pethanachi Selvam, Deputy Controller of Examinations

**Agenda discussed**

- ⊙ Action Taken Report
- ⊙ Research
- ⊙ Awards Committee Meeting
- ⊙ Budget 2016 – 2017
- ⊙ UGC Grants
- ⊙ Recommendations of Finance Committee
- ⊙ Instruments Purchased
- ⊙ Placement
- ⊙ Awards and Achievements

The Principal cordially greeted and welcomed the eminent members of the Governing Body.





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Through a PowerPoint Presentation, the Principal briefed the members about the

- Action Taken Report
- Research
- Awards Committee Meeting
- Budget 2016 – 2017
- UGC Grants
- Recommendations of Finance Committee
- Instruments Purchased
- Placement
- Awards and Achievements

The following were approved by the Governing Body:

- ☆ Research fee to be paid by Full-time Ph.D registrants as per the revised Ph.D guidelines of Madurai Kamaraj University.
- ☆ Amenities fee to be paid both by Full-time and Part-time Ph.D registrants.
- ☆ Revised remuneration to external examiner for conducting Ph.D. Viva-voce examination at the time of registration to pursue Ph.D.
- ☆ Budget for the financial year 2016-2017.

The following suggestions and appreciation were made:

- ☆ Commended Dr. G. Valli, Associate Professor & Head, Dept. of Chemistry, Alumna of the college on being deputed as Vice Chancellor of Mother Teresa Women's University, Kodaikanal.
- ☆ Appreciated the service of the institution in educating women in and around Sivakasi.
- ☆ Appreciated the participation of students in extra-curricular activities and the laurels achieved by them.
- ☆ Appreciated the faculty for their publications in National and International Journals.
- ☆ Also praised the efforts taken by the Management to award such staff members with cash awards.
- ☆ Suggested to promote entrepreneurial skills of the students by conducting exhibition-cum-sale of their handicrafts/products thereby contributing to the department's fund-raising endeavors.
- ☆ Resolved to revise the composition of statutory bodies of Autonomy for the tenure of next two academic years (2016-17 & 2017-18).



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- ☆ Advised to motivate the Ph.D holders to apply for guideship and Major/Minor Research Project.
- ☆ Appreciated the placement record of students and suggested to boost placements further.

Mrs. Aruna Ashok, Secretary proposed the Vote of Thanks.

➤ Tmt. Thilagavathy Ravindran, President

*R. Thilagavathy*

➤ Thiru A. Tenzing, Vice-President

*A. Tenzing*

➤ Thiru C. Gunasingh, Member

*C. Gunasingh*

➤ Tmt. Aruna Ashok, Secretary

*A. Aruna*

➤ Dr. V. Venkatraman, University Nominee

*V. Venkatraman*

➤ Dr. S. Arivazhagan, Educationalist

*S. Arivazhagan*

➤ Thiru C. Vijayasingh, Special Invitee

*C. Vijayasingh*

➤ Tmt. Vijayalakshmi Chiranjeeviratnam, Special Invitee

*V. Vijayalakshmi*



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- > Dr. (Mrs.) D. Sasireka, Principal - *D. Sasireka*  
5/3/16
- > Dr. (Mrs.) T. Palaneeswari, Dean of Academic Affairs - *T. Palaneeswari*
- > Mrs. K.P. Radha, Controller of Examination - *K.P. Radha*
- > Dr.(Mrs.) S. Pethanachi Selvam, Deputy COE - *S. Pethanachi Selvam*

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