



**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)

6.1 Institutional Vision and Leadership

6.1.1 Vision and Mission

MINUTES OF MANAGEMENT COMMITTEE MEETINGS



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

(Affiliated to Madurai Kamaraj University, Re-accredited with A Grade by NAAC,
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2019-2020

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

Minutes of the Management Committee meeting held on 05.08.2019 at 10.30 a.m. in the Secretary room of S.F.R.College.

1. Read and confirmed the minutes of the Management Committee meeting held on 08.02.2019.
2. Noted the Comparative statements of Income & Expenditure of college accounts for the period April 2017 to March 2018 with April 2018 to March 2019.
3. Reviewed the Income & Expenditure of Hostel accounts.
4. Reviewed the Income and Expenditure of College Buses.
5. Reviewed the Management stores account and Canteen account and endorsed.
6. Reviewed the expenditure of Rs.4 lakhs for Indoor Stadium repair work.
7. Reviewed the construction of new wash rooms near new Indoor stadium.
8. Reviewed the repair work carried out for Main block water tank and hostel water tank.
9. Reviewed the expenditure for UG Hostel wash room work and external painting and mosquito mesh for UG and PG Hostel Rooms.
10. Discussed on the proposed Administrative Block II floor construction for Rs.350 lakhs and resolved to approve the plan for the same to a tune of Rs.350 lakhs and discussed regarding the stability test carried out in the Administrative building.
11. Resolved to approve the Food Court roofing work, Lightning Arrester fixing work, Roofing work near south side gate & installation of Fire Safety Hydrant system.
12. Suggested to enhance the collection of artifacts for Historical Museum and open the Historical Museum for school students.
13. Suggested to conduct a feasibility study of transformer installation in the college campus.
14. Budget for the installation of surveillance has been approved and suggested to expedite the work.
15. Discussed regarding the installation of solar panels of 50KW on trial basis in the college.
16. Discussed regarding the proceedings carried out for the appointment of vacancies in aided stream (ie) 3 teaching & 2 non teaching.
17. Proposed to convene the Next Management Committee meeting in the month of February 2020.
18. Proposed to convene the Sports day in the 1st week of February 2020.
19. Proposed to convene the Founder's day & College day in the 1st week of March 2020.

Members present	Signature
Tmt. Thilagavathy Ravindran, President	
Thiru. A.Tenzing, Vice President	
Tmt.A.Aruna Ashok, Secretary	
Thiru. C.Guna Singh, Member	
Tmt.Preethi Vasikaran, Member	
Dr.(Mrs.)T.Palaneeswari, Principal	



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Minutes of the Management Committee meeting held on 14.02.2020 at 10.30 a.m. in the Secretary room of S.F.R.College.

1. Read and confirmed the minutes of the Management Committee meeting held on 05.08.2019.
2. Noted the Comparative statements of Income & Expenditure of college accounts for the period April 2019 to December 2019 with April 2018 to December 2018.
3. Reviewed the Income & Expenditure of Hostel accounts.
4. Reviewed the Income and Expenditure of College Buses.
5. Reviewed the Management stores account and Canteen account and endorsed.
6. Reviewed the repair work carried out for Main block water tank and hostel water tank.
7. Reviewed the expenditure incurred towards the installation of surveillance and approved it.
8. Reviewed the expenditure incurred towards Lightning Arrester fixing work and Fire Hydrant System and suggested to expedite the work.
9. Discussed regarding the construction work carried out in Administrative Block II floor.
10. Resolved to approve the budget for Books Rs.5 lakhs Computer Rs. 30 lakhs and for other items Rs. 55 lakhs towards software up gradation, smart boards etc. that are essential to meet NAAC criteria.
11. Suggested to enhance the collection of artifacts for Museum by Tamil and History Departments.
12. Resolved to approve the budget of Rs. 17 lakhs for Food Court roofing work.
13. Resolved to approve the painting of Exteriors and Corridor areas of Main block and Computer block for Rs. 44 lakhs. Moreover suggested to submit the budget for painting interiors of the above said blocks.
14. Resolved to revise the guidelines for felicitation of staff achievements by the Management on College day. Revision of felicitation amount was approved unanimously.
15. Resolved to approve the enhancement of lease line capacity inside the campus.
16. Suggested to enhance the Learning Management System (LMS) by introducing Lecture Capturing System.
17. Suggested to submit the budget for the purchase of new water tanker for college use.
18. Resolved to transfer Rs.5 Crores to SFI Charities.
19. Proposed to convene the Next Management Committee meeting in the month of August 2020.
20. Proposed to convene the Founder's day & College day in the 2nd week of March 2020 and Convocation at the end of March 2020

Members present	Signature
Tmt. Thilagavathy Ravindran, President	
Tmt.A.Aruna Ashok, Secretary	
Thiru, S. Maheswaran, Member	
Tmt.Preethi Vasikaran, Member	
Dr.(Mrs).T.Palaneeswari, Principal	



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**Minutes of the Management Committee meeting held on 19.06.2020 at 11.30 a.m. in the
Principal room of S.F.R.College.**

1. Read and confirmed the minutes of the Management Committee meeting held on 14.02.2020.
2. Noted the bank balance and FDR balance of Management accounts.
3. Reviewed the Admin Block second floor construction work in progress.
4. Approved the closure of FDR in TMB for Rs.80,00,000 to meet construction expenses and management staff salary.
5. Discussed regarding the food court roofing work.
6. Reviewed the expenditure incurred towards main block painting work and suggested to paint doors and windows of main block.
7. Insisted to expedite the application and admission process through online mode.
8. Resolved to carry out the admission through online mode only due to COVID pandemic situation.
9. Resolved to pay 2/3rd i.e. 20 days salary for those working under self financed stream for the month of June 2020 & July 2020.
10. Approved the proposals submitted by SF departments for Online faculty development programmes, guest lectures and seminar.
11. Resolved to approve the two Research proposal submitted by faculty and sponsored the seed money of Rs. 1, 72,000/- towards project.
12. Insisted to expedite the installation of Lecture capturing machines soon after the release of COVID lock down.
13. Suggested to utilise the IT tools available in the college to take online classes.
14. Proposed to convene the Next Management Committee meeting in the month of March 2021.

Members present	Signature
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Tmt.A.Aruna Ashok, Secretary	
Thiru. S. Maheswaran, Member	
Dr.(Mrs.)T.Palaneeswari, Principal	



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2018-2019

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Minutes of the Management Committee meeting held on 9.8.2018 at 10.30 a.m. in the
Secretary room of S.F.R.College.

1. Read and confirmed the minutes of the Management Committee meeting held on 08.02.2018.
2. Noted the Comparative statements of Income & Expenditure of college accounts for the period April 2017 to March 2018 with April 2016 to March 2017.
3. Suggested to curtail the Magazine expenditure and effective steps to be taken to curtail the water charges.
4. Suggested to split the Campus Maintenance expenditure as Cleaning expenditure and Civil expenditure.
5. Reviewed the Income & Expenditure of Hostel accounts and suggested to reduce the crèche charges
6. Reviewed the Income and Expenditure of College Buses.
7. Reviewed the Management stores account and Canteen account and endorsed.
8. Approved the fees structure for 2018 odd semester.
9. Discussed regarding the admission for the academic year 2018-2019.
10. Approved the purchase of 2 new buses for college after closing 50 lakhs FDR from Bus account.
11. Reviewed and approved the Building projects completed. Approved the civil work carried out in the Canteen extension and MCA block (II floor) extension.
12. Resolved to approve the initiatives taken regarding the appointment of teaching faculty under regular stream for the department of English, Commerce, Mathematics, Physics and Geography.
13. Resolved to approve the initiatives taken regarding the appointment of Non teaching faculty under regular stream for Typist and Record clerk
14. Approved the budget for installation of surveillance equipments after the construction of Golden Jubilee Arch.
15. Approved the budget for Baking unit, Nutrition lab extension and additional staircase at M.C.A Block.
16. Appreciated the idea of ' 8' shaped walking lane inside the college campus.



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17. Suggested to carry out the repair work of Main block water tank and outer walls of Indoor stadium.
18. Approved the work of fixing stainless steel mosquito mesh for hostel rooms.
19. Appreciated the installation of TMB online banking facility in college website to facilitate fee payment for students.
20. Suggested to replace the 14 solar battery lights.
21. Suggested to study the feasibility of installing transformer for college and feasibility of bore wells inside the college campus.
22. Suggested to prepare viability report for all courses.
23. Suggested for introduction of certificate course on Herbal study.
24. Resolved to approve the introduction of B.Com Professional accounting.
25. Resolved to submit proposal for Research centre in English and Chemistry.
26. Proposed to set up Historical Museum under CPE fund.
27. Proposed to build steel sheds for shade in the play ground.
28. Resolved to transfer an amount of Rs.5crores to charities.
29. Proposed to convene the Next Management Committee meeting in the month of February 2019.

Members present	Signature
Tmt. Thilagavathy Ravindran, President	R. Sri Jagavathy
Thiru.A.Tenzing, Vice President	CA. S. S.
Tmt.A.Aruna Ashok, Secretary	A. Aruna
Thiru.S.Maheswaran, Member	S. Maheswaran
Thiru. C.Gunasingh, Member	C. Gunasingh
Thiru.C.Vijayasingh, Member	C. Vijayasingh
Tmt. Bina Rajasingh, Member	Bina Rajasingh
Tmt.Preethi Vasikaran, Member	Preethi V.
Dr.(Mrs.)T.Palaneeswari, Principal	T.Palaneeswari



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**Minutes of the Management Committee meeting held on 08.02.2019 at 10.30 a.m. in
the Secretary room of S.F.R.College.**

1. Read and confirmed the minutes of the Management Committee meeting held on 09.08.2018.
2. Noted the Comparative statements of Income & Expenditure of college accounts for the period April 2017 to December 2017 with April 2018 to December 2018.
3. Reviewed the Income & Expenditure of Hostel accounts.
4. Reviewed the Income and Expenditure of College Buses.
5. Reviewed the Management stores account and Canteen account and endorsed.
6. Reviewed and approved the Building projects completed. Approved the additional expenditure of Rs. 23 lakhs for Golden Jubilee Arch.
7. Suggested to expedite the installation of surveillance at the Golden Jubilee Arch as the construction work has been completed.
8. Reviewed the work carried out in Baking unit and Nutrition lab extension and 8' shaped walking lane.
9. Resolved to approve the additional estimate of Rs.3.5 lakhs for Indoor stadium repair work.
10. Discussed on the proposed projects of administrative block II floor construction for Rs.350 lakhs, construction of new wash room near new Indoor stadium for Rs.12.70 lakhs.
11. Approved the budget of administrative block staff rest room renovation, UG Hostel wash room work and external painting and mosquito mesh for UG and PG Hostel Rooms for Rs.34.59 lakhs.
12. Suggested to carry out roofing work in the food court first and further suggested to postpone the construction of steel shed for shade in the playground.
13. Advised to repair the main block water tank and hostel water tank at the earliest.
14. Approved the budget for installation of surveillance covering the college campus and replacement of 14 solar batteries for Rs.6 lakhs.



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the Secretary room of S.F.R.College.**

1. Read and confirmed the minutes of the Management Committee meeting held on 09.08.2018.
2. Noted the Comparative statements of Income & Expenditure of college accounts for the period April 2017 to December 2017 with April 2018 to December 2018.
3. Reviewed the Income & Expenditure of Hostel accounts.
4. Reviewed the Income and Expenditure of College Buses.
5. Reviewed the Management stores account and Canteen account and endorsed.
6. Reviewed and approved the Building projects completed. Approved the additional expenditure of Rs. 23 lakhs for Golden Jubilee Arch.
7. Suggested to expedite the installation of surveillance at the Golden Jubilee Arch as the construction work has been completed.
8. Reviewed the work carried out in Baking unit and Nutrition lab extension and 8' shaped walking lane.
9. Resolved to approve the additional estimate of Rs.3.5 lakhs for Indoor stadium repair work.
10. Discussed on the proposed projects of administrative block II floor construction for Rs.350 lakhs, construction of new wash room near new Indoor stadium for Rs.12.70 lakhs.
11. Approved the budget of administrative block staff rest room renovation, UG Hostel wash room work and external painting and mosquito mesh for UG and PG Hostel Rooms for Rs.34.59 lakhs.
12. Suggested to carry out roofing work in the food court first and further suggested to postpone the construction of steel shed for shade in the playground.
13. Advised to repair the main block water tank and hostel water tank at the earliest.
14. Approved the budget for installation of surveillance covering the college campus and replacement of 14 solar batteries for Rs.6 lakhs.



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2017-2018

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**Minutes of the Management Committee meeting held on 09.08.2017 at 10.30 a.m. in the
Secretary room of S.F.R.College.**

1. The minutes of the Management Committee meeting held on 04.04.2016 was read and confirmed.
2. A review of the budget for college management accounts for the financial year 2017-2018 was gone through and approved. Moreover suggested to submit a Budget for the academic year under the guidance of SFI auditor.
3. A review of the Comparative statement of Income & Expenditure of college accounts for the financial year June 2016 & June 2017 was endorsed.
4. Reviewed the Income & Expenditure of College Buses.
5. Reviewed the Income & Expenditure of Hostel accounts and mess charges and suggested to provide seasonal fruits to Hostel students
6. Reviewed the Income & Expenditure of Management stores account and Canteen account.
7. Reviewed the student strength for the year 2017-2018.
8. Reviewed and approved the odd semester fees structure for the year 2017-2018
9. Reviewed the construction work completed in the year 2017
10. Reviewed the work in progress of
 - i. Gas room for Botany, Microbiology, Nutrition Departments & Bakery unit.
 - ii. MCA block II floor extension
 - iii. Canteen extension.
 - iv. Paver block (New kitchen south side and in front of PG Hostel)
11. Resolved to carry out the work for Bakery unit (Aluminium partition, painting and air conditioning work)
12. Resolved to approve the purchase of additional speakers for New stadium.
13. Resolve to approve the purchase of Aluminium ladder for 1.22 lakhs and Surveillance for 7 lakhs.
14. Resolved to set up a Green House inside the college campus for Botany Department.
15. Suggested to study the feasibility of solar power installation / Transformer to minimize electricity consumption.
16. Resolved to insure the library books worth Rs.51 Lakh and suggested to study the viability of expenditure on e- books and journals and to continue the expenditure on e- books regularly.
17. Suggested to submit a budget for air conditioning the Library in the next Management Committee meeting
18. Suggested to submit the drawing of Golden Jubilee arch for approval in the next Management Committee meeting
19. Proposed to take initiatives for the construction of ATM.
20. Suggested to obtain Town planning approval at the earliest.
21. Suggested to take initiatives of safety measures for buildings
22. Recommended roofing for food court for which the budget is to be submitted in the next Management Committee meeting



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23. Suggested to receive quotation for deepening the well from the service providers of Mepco College and submit it in the next Management Committee Meeting.
24. Resolved to donate the unused computers in working condition to the schools with the prior permission of the Secretary, while upgrading the college computer labs.
25. Resolved to showcase the photos of all Founder Members under the supervision and guidance of Thiru. C.Vijayasingh and pay homage to them on the eve of Golden Jubilee celebration of the college
26. Suggested to circulate the programme schedule of Golden jubilee Celebration in detail to the Management members
27. Resolved to approve the Golden Jubilee Budget for Rs19,95,100/- and Rs.6 lakhs for mementos to Management committee members.
28. Resolved to approve the Golden Jubilee Budget Suggested to provide lunch for the Alumnae on the eve of Golden Jubilee celebration scheduled in the month of November 2017.
29. Resolved to approve the initiatives taken regarding the appointment 10 Non teaching staffs under regular stream and further resolved to sanction an advance of Rs.6 lakhs from the management account towards SCA post approval.

Members present	Signature
Tmt. Thilagavathy Ravindran, President	
Thiru. A.Tenzing, Vice President	
Tmt.A.Aruna Ashok, Secretary	
Thiru.S.Maheswaran, Member	
Thiru. C.Guna Singh, Member	
Tmt. Bina Rajasingh, Member	
Dr.(Mrs.)D.Sasireka, Principal	



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**Minutes of the Management Committee meeting held on 8.2.2018 at 10.30 a.m. in the
Secretary room of S.F.R.College.**

1. Read and confirmed the minutes of the Management Committee meeting held on 9.8.2017
2. Noted the Comparative statements of Income & Expenditure of college accounts for the period April 2017 to Dec 2017 with April 2016 to Dec2016. (9 months)
3. Reviewed the Income & Expenditure of Hostel accounts by comparing the current 9 months statement with previous year (2016).
4. Reviewed the Income and Expenditure of College Buses. A review of the comparative statements of 2016 and 2017 of Management stores account and Canteen account were endorsed.
5. Reviewed the additions of movable assets created with Management funds and UGC grants.
6. Reviewed and approved the Building projects completed. Approved the civil work carried out in the Canteen extension and MCA block (II floor) extension.
7. Permitted the Annual Increment for the Self-financed Teaching & Non Teaching members from 1st January 2018.
8. Resolved to permit a special pay of Rs2000/ month for the Self-financed Teaching staffs and Rs1000/ month for Non Teaching Staff from 1st January 2018 onwards .
9. Resolved to approve the initiatives taken regarding the appointment of 8 Non teaching members under regular stream.
10. Suggested to install surveillance equipments after the construction of Golden Jubilee Arch.
11. Postponed the idea of air conditioning the library.
12. Discussed and advised to study the feasibility of deepening the well in the month of April or May 2018.
13. Suggested to replace 2 college buses.
14. Recommended to fix stainless steel mosquito mesh for hostel rooms.
15. Suggested to purchase paper as reams for effective paper management.



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16. Appreciated for having received Rs.93 lakhs as I installment of CPE for which UGC has sanctioned Rs.1.25 crores
17. Discussed to split the amount of Rs.93 lakhs received from UGC as per requirement and advised to deposit FDR in bank.
18. Suggested to showcase the photos of all Founder Members and pay homage to them on the day of Golden Jubilee celebration of the college.
19. Resolved to advertise for Principal recruitment in the first week of March 2018.
20. Proposed to convene the Next Management Committee meeting in the month of May 2018
21. Suggested to conduct the of Golden Jubilee celebration and college day on 23rd & 24th March 2018.

Members present	Signature
Tmt. Thilagavathy Ravindran, President	<i>T. Thilagavathy</i>
Tmt.A.Aruna Ashok, Secretary	<i>A. Aruna</i>
Thiru. C.Guna Singh, Member	<i>C. Guna Singh</i>
Tmt. Bina Rajasingh, Member	<i>Bina Rajasingh</i>
Tmt.Preethi Vasikaran, Member	<i>Preethi V</i>
Dr.(Mrs.)D.Sasireka, Principal	<i>Sasireka</i>



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THE STANDARD FIREWORKS CHARITIES

1/3, Thiruthagal Road,
SIVAKASI- 626 123

Minutes of the Meeting of the Trustees of the The Standard Fireworks Charities held at
S.F.R. College, 1/1, Thiruthangal Road, Sivakasi, on Friday the 27th April 2018 at 11.00 A.M.

1. Resolved that Dr.(Mrs.) T.Palaneswari, M.Com.,M.Phil.,Ph.D., Associate Professor in the Department of Commerce is promoted as Principal of our College with effect from 01-06-2018 consequent to the retirement of the Principal Dr. (Mrs.) D. Sasireka on 31st May 2018.
2. Due to the retirement of Dr.K.Rajeswari, Associate Professor Department of Commerce, it is hereby resolved that Smt. S.Latha, Associate Professor Department of Commerce is selected as one of the member in the College Committee.
3. Resolved that due to the retirement of Dr.M. Jayalakshmi, Associate Professor Department of Commerce, it is hereby resolved and Dr. S. Sivadevi, Associate Professor of Physics is selected as one of the member in the College Committee.

Trustees Present :

Name of the Trustees	Signature
Smt. R. Thilagavathy President	
Shri. A. Tenzing Vice President	
Smt. Aruna Ashok Secretary	
Shri. S. Annamalai Member	
Shri. S. Maheswaran Member	
Shri. Yennarkay R. Rajaratnam Member	



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2016-2017

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**Minutes of the Management Committee meeting held on 05.08.2016 at 10.30 a.m. in
the Secretary room of S.F.R.College.**

- 1) The minutes of the Management Committee meeting held on 13.04.2016 was read and confirmed.
- 2) A review of the Comparative statement of Income & Expenditure of college accounts for the financial year 2014-2015 & 2015-2016 was endorsed.
- 3) The Income & Expenditure of College Accounts for the Quarter ended 30.06.2016 was compared with the quarter ended 30.06.2015 and suggested to submit the Audit reply to the Management Committee Meeting.
- 4) Reviewed the student strength for the year 2016-2017.
- 5) Reviewed the details of the additions to the assets for the year 2015-2016
- 6) Reviewed the Income & Expenditure of College Buses and Hostel mess.
- 7) Resolved to expedite the process of getting the Town Planning approval for the college which is undertaken by Ms. I.Kannimariyal, D.C.E from the Director of Town planning, Madurai and further brought to the notice of the Management Committee that to the required plan papers have been submitted to the Madurai Office.
- 8) Reviewed the work in progress of Gym room extension for 220 sq.ft, Library II floor for 4035sq.ft and Air conditioning work at the Auditorium. For Air conditioning work at the Auditorium the necessary requisites satisfying the fire safety requirements should be analyzed.
- 9) Suggested Air conditioning for the whole library and the budget with the split up for air conditioning to be submitted in the next Management Committee meeting.
- 10) Proposed to take initiatives for laying Paver- Block- Road from the main entrance to the college gate at an estimate of Rs.17,26,000/-and resolved to meet the expenditure from the college funds.
- 11) Resolved to take insurance for students with United Insurance Ltd.,@ of Rs.110/- per student per year with the following coverage.
 - a) Accidental death Rs.2,00,000/-
 - b) Accidental medical Expenses – Rs.1,00,000/-
 - c) Permanent total disability – Rs.1,00,000/-
- 12) Resolved to insure equipments with United Insurance Ltd., at a premium of Rs.26500/- per year covering the equipments value of Rs.8.50 crores (as on 31/03/2016)
- 13) Cash transit insurance and vehicle insurance has to be enquired and it is also to be covered under insurance with in this academic year.
- 14) Resolved to fix mosquito net for all the windows of PG Hostel and New Hostel for Rs. 6,50,000/- soon after the completion of the construction work in the PG Hostel. Decided to consult the Principal of Mepco Engineering college for the design and expenditure as the way they have done at Mepco Engineering college Hostel.
- 15) Approved to purchase two buses from the college funds. Recommended to consider purchase of two second hand buses from SFI if it is feasible.Suggested to follow the statutory compliances for purchase and usage of buses for educational institutions.



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- 16) Forwarded the Progress report to UGC for the I Installment grant received towards the construction of Women's Hostel soon after the UGC commission inspection. But as the II installment is getting delayed, it is resolved to advance the expenditure from the hostel account.
- 17) Resolved to apply for grant of affiliation to Madurai Kamaraj University, Madurai for M.Phil Mathematics and additional section for B.Sc Mathematics.
- 18) Suggested to organize workshops/ Seminars/ Guest lecture for Fashion department by inviting experts from Metropolitan cities and after getting prior approval of the Budget from the Management.
- 19) Suggested to appoint an expert exclusively for student counseling with the support of Chellamuthu Trust.
- 20) Suggested to study the feasibility of providing seed money for management supported research projects.
- 21) Proposed to submit the plan and budget for the construction of YWEDC (Youth Women Entrepreneur Development Cell) building in the college to SFI for approval.
- 22) Resolved to open Management staff salary account in Tamil Nadu Mercantile Bank in the Joint name of Secretary & Principal for the purpose of crediting salary to Self financed Teaching and Non Teaching staffs and also make fixed deposits with the fees collected for this academic year after allocating budget for various classification of expenses.
- 23) Resolved to open personal accounts in Tamil Nadu Mercantile Bank for Self financed teaching & Non Teaching for the purpose of crediting salary and further resolved to open personal account in Tamil Nadu Mercantile Bank accounts for 1st year students for crediting their scholarships.
- 24) Suggested to collect cheques from students for fee payment from the next semester itself.
- 25) Resolved to provide space within the existing college office itself for TMB extension counter
- 26) Resolved to celebrate golden jubilee of the college, Centenary celebration of Founder Thiru.N.R.K.Rajaratnam and 80th birth Anniversary of Thiru Yennarkay. R.Ravindran in a grand manner.
- 27) Proposed to convene the Next Management Committee meeting on 15.12.2016 between 10.30 am to 11.30 am
- 28) Proposed to conduct the
 - i) Awards Committee meeting on 23.11.2016 (Faculty & University nominees only)

Members present to approve	Signature
Tmt. Thilagavathy Ravindran, President	
Thiru. A.Tenzing, Vice President	
Tmt.A.Aruna Ashok, Secretary	
Thiru.S.Maheswaran, Member	
Thiru.C.Guna Singh, Member	
Tmt.Preeti Vasiharan, Member	
Dr.(Mrs.)D.Sasireka, Principal	



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),
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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 Management Committee meeting held on 5.1.2017 at 10.30 a.m. in the Secretary room of S.F.R.College.

1. Read and confirmed the minutes of the Management Committee meeting held on 05.08.2016.
2. Noted the Comparative statements of Income & Expenditure of college accounts for the period (7 months) i.e., April 2016 to Oct 2016 with April 2015 to Oct 2015.
3. Reviewed the Income & Expenditure of Hostel mess Charges.
4. Reviewed the Income and Expenditure of College Buses and Students Amenities Account.
5. Approved the SF Management Account and Hostel Account opened in TMB for fees collection, FDR and salary purposes.
6. Resolved to open Bus A/c in TMB for Bus fees collection & Expenditure.
7. Reviewed the work in progress of Library II floor extension and Gym room extension.
8. Approved the additional civil work carried out in the Kitchenette with the prior approval of the Secretary.
9. Resolved to approve the additional estimate of ₹ 16.50 Lakhs for the following:
 - i) Renovation of old dining hall and kitchen Staff quarters for ₹ 7.50 lakhs
 - ii) Water-proof roofs to cover the open drain of the paver block road from SFI to college gate for ₹ 9 lakhs.
10. Suggested to check the Air Conditioner capacity of the New Indoor Stadium to accommodate the audience and to study the feasibility of false ceiling.
11. Consider purchase of bus and generator from SFI as second hand sales.
12. Suggested insurance coverage for daily wagers.
13. Considered machines to clean the paver block roads of the campus.
14. Suggested the appointment of a qualified nurse to attend the inmates of college hostels.
15. Suggested to check the taxes leived by panchayat /Municipality for College new buildings.
16. Confirmed affiliation for self- financed courses and no dues certificate from Madurai Kamaraj University, Madurai.
17. Approved fees structure for even semester and fees collection in the form of cash/ cheque / DD at TMB extension counter.
18. Suggested to enter a rental agreement with TMB for providing college space as TMB extension counter.



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19. Resolved to permit the Annual Increment for the Self-financed Teaching & Non Teaching Staff on 1st January 2017.
20. Suggested to install a separate transformer and power-line exclusively for the college.
21. Reviewed Insurance taken for 3824 students and 275 staff on 06.09.2016 in United Insurance Ltd., for an amount of ₹420640/- per year.
22. Reviewed the Insurance for equipment taken on 23.08.2016 in United Insurance Ltd., for an amount of ₹ 26500/- per year for equipment value of ₹ 8.5 crores.
23. Members appreciated and congratulated Dr.Uma Devi, Assistant Professor of Botany for receiving the best paper award in the 18th International conference on Live Stock Farming Medicine and Surgery held at London on 17 & 18th October 2016.
24. Suggested to showcase the photos of all Founder Members and pay homage to them on the eve of Golden Jubilee celebration of the college.
25. Proposed to convene the Next Management Committee meeting in the month of April 2017.
26. Proposed to conduct the Sports day on 27.01.2017

Members present	Signature
Thiru. A.Tenzing, Vice President	
Tmt.A.Aruna Ashok, Secretary	
Thiru.C.Vijayasingh , Member	
Tmt.Preethi Vasikaran, Member	
Dr.(Mrs.)D.Sasireka, Principal	



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MANAGEMENT COMMITTEE MEETING

MEMBERS PRESENT

Date :04.04.2017

Time : 10.30 a.m

S.No	Name with Address	Signature
1.	Tmt. Thilagavathy Ravindran, President, S.F.R.College Committee, Sivakasi	
2.	Thiru. A.Tenzing, Vice President, S.F.R.College Committee, Sivakasi	
3.	Tmt.Aruna Ashok, Secretary S.F.R.College Committee, Sivakasi	
4.	Thiru. S.Maheswaran, Member, S.F.R.College Committee, Sivakasi	
5.	Thiru.C.Guna Singh , Member S.F.R.College Committee, Sivakasi	
6.	Thiru C.Vijayasingh, Member, S.F.R.College Committee, Sivakasi	
7.	Tmt. Bina Rajasingh, Member S.F.R.College Committee, Sivakasi	—
8.	Thiru. N.R.K.R.R.Rajaratnam, Member, S.F.R.College Committee, Sivakasi	—
9.	Tmt. Vijayalakshmi Chiranjeevi Ratnam, Member, S.F.R.College Committee, Sivakasi	
10.	Tmt. Pallavi Selvaratnam, Member, S.F.R.College Committee, Sivakasi	—
11.	Tmt. Sheela Gowri Arun, Member, S.F.R.College Committee, Sivakasi	
12.	Tmt. Preethi Vasiharan, Member, S.F.R.College Committee, Sivakasi	—
13.	Dr.(Mrs.) D.Sasi Veka, The Principal, S.F.R.College for Women, Sivakasi	



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**Minutes of the Management Committee meeting held on 04.04.2017 at 10.30 a.m. in
the Secretary room of S.F.R.College.**

- 1) Read and confirmed the minutes of the Management Committee meeting held on 5.1.2017
- 2) Noted the Comparative statements of Income & Expenditure of college accounts for the period (7 months) i.e., April 2016 to February 2017 with April 2015 to February 2016 suggested not to send the accounts to the members every month but, to be submitted in the Management Committee Meeting for discussion.
- 3) Reviewed the Income & Expenditure of Hostel mess Charges and suggested to give Hostel mess Charges in detail.
- 4) Reviewed the Income and Expenditure of College Buses and Students Amenities account (Management Stores Account) and suggested to submit Management Stores A/c & Canteen A/c separately.
- 5) Suggested to submit budget for the financial year 2017-2018 before May with the guidance of SFI auditor.
- 6) Approved the transfer of Rs 1 crore to charities by prematuring Indian Overseas Bank FDR of 1 crore maintained in the SF Management account.
- 7) Resolved to pay the salary of 2 M.Com Banking technology faculty from SF Management Account from April 2017 onwards, as the tenure of 5 years sponsored by UGC has been completed.
- 8) Resolved to renew insurance for SF faculty & Students after including the new appointments and newly admitted students for the next year also.
- 9) To study the feasibility of insuring Books & Furniture.
- 10) Resolved to approve the estimate of the following:
 - a) MCA Block II Floor Extension at an estimate of Rs.203 Lakhs
 - b) Auditorium - Glass door, fixed glass for window and louvers area at an estimate of Rs.15 Lakhs
 - c) Gas room for Botany, Microbiology, Nutrition Departments & Bakery Unit at an estimate of Rs.1.5 Lakhs
 - d) Bakery Unit (Aluminum partition, painting and air conditioning work) at an estimate of Rs.3.2 Lakhs
 - e) Gym extension Air conditioning work at an estimate of Rs.2 Lakhs
 - f) Deepening of Well for 15 feet approximately at an estimate of Rs. 6 Lakhs
- 11) Resolved to the library ground and first floor inner area (Existing Building) with Emulsion paint at an estimate of Rs.7.5 Lakhs
- 12) Resolved to construct Golden Jubilee Arch, ATM or Bank Extension Counter at the earliest, at an estimate of Rs.50 Lakhs
- 13) Discussed regarding the possibility of purchase of second hand buses from SFL.
- 14) Discussed about applying Town Plan Approval for MCA Building.
- 15) Discussed about collection of fees through online mode.



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- 16) Approved the laying of Stone Benches near food court at an estimate of Rs.9 Lakhs approximately from Alumnae fund
- 17) Resolved to renovate Computer labs at an estimate of Rs.30 Lakhs
- 18) Resolved to showcase the photos of all Founder Members with the supervision and guidance of Thiru. C.Vijayasingh and pay homage to them on the eve of Golden Jubilee celebration of the college.
- 19) Discussed the proposal of Golden Jubilee celebration.
- 20) Resolved to conduct interview for SF vacancy in the month of May first week
- 21) Proposed to convene the Next Management Committee meeting in the month of August first week.

Members present	Signature
Tmt. Thilagavathy Ravindran, President	R. Thilagavathy
Thiru. A.Tenzing, Vice President	A. Tenzing
Tmt.A.Aruna Ashok, Secretary	A. Aruna
Thiru.S.Maheswaran, Member	S. Maheswaran
Thiru. C.Guna Singh, Member	C. Guna Singh
Thiru.C.Vijayasingh, Member	C. Vijayasingh
Tmt.Vijayalakshmi Chiranjeevi Ratnam, Member	C. Vijayalakshmi
Tmt.Sheela Gowri Arun, Member	
Dr.(Mrs.)D.Sasireka, Principal	D. Sasireka 4/4/17



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2015-2016

The Standard Fireworks Rajaratnam College for Women, (Autonomous) Sivakasi
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Minutes of the Management Committee meeting held on 23.04.2015 at 10.30 a.m. in the Secretary room of S.F.R.College.

1. The minutes of the Management Committee meeting held on 23.01.2015 was read and confirmed.
2. A review of the college aided accounts, Self financed accounts, Hostel accounts and students Amenities accounts for the year April 2014 to February 2015 was endorsed.
3. Approved the introduction of B.Sc Mathematics with Computer Application under Self financed stream.
4. Resolved the restructuring of M.A.Human Rights to M.A.History and MHRM to M.Com(HRD)
5. Approved the fees structure for the academic year 2015-2016.
6. Resolved to expedite the process of getting the Town Planning approval for the college, which is undertaken by Ms. I.Kannimariyal, D.C.I
7. Brought to the notice of the Management Committee , the merging of accounts in the financial year 2015-2016 and insurance for buildings and equipment with the assistance of SFI auditor
8. Suggested to lay **paver block road** inside the campus in **2 phases** in the year 2015 itself. The estimate for laying paver block road of **Rs 1.6 Crore** approximately was approved.
9. Resolved to meet the road laying expenditure from the college funds as per the assistance of SFI auditor.
10. Resolved to replace the statue of Founder Thiru N.R.KRajaratnam with reference to the quotation submitted by Mr. K.G.Ravi, Artist and sculptor of "Silpakala Nilayam" Chennai. The estimated amount is Rs 6,75,000/-
11. Resolved to issue work order to Mr. K.G.Ravi and complete the statue erection work with in 3 months.
12. Proposed to convene the Next Management Committee meeting on 5th August 2015 at 10.30 am-11.30 am
13. Proposed to conduct the
 - i) Awards Committee meeting on 22nd May 2015 (Faculty & University nominees only)
 - ii) Governing Body meeting on August 5th 2015 at 11.30 am to 1.00 pm (with UGC nominee)
14. President suggested to submit to SFI, the details regarding the installation of portraits of the Founders and former President at the Auditorium, in the Charity meeting for their suggestion & approval.
15. Suggested to improve the communication skill of faculty by organizing some training programmes.
16. Suggested to include Travel & Tourism as a component in the curriculum.
17. The committee insisted the Principal to forward only the research proposals of faculty that will bring laurels and monetary benefit to the institution.

Members present to approve	Signature
Tmt. Thilagavathy Ravindran President	R. Srilogan. Inf
Tmt. Aruna Ashok Secretary	A. Aruna
Tmt. Sheela Gowri Arun Member	A. Sheela Gowri
Tmt. Preethi Vasiharan Member	Preethi Vasiharan
Dr. Mrs. D. Sasireka Principal	D. Sasireka 23/4/15



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**Minutes of the Management Committee meeting held on 05.08.2015 at 10.30 a.m. in the
Secretary room of S.F.R.College.**

1. Minutes of the Management Committee Meeting held on 23.4.2015 was read and confirmed.
2. Students Admission for the academic year 2015-16 was reviewed.
3. Resolved to drop collecting donation for self-financed courses from the next academic year and admit students even with 50% score by spot admission.
4. The financial statement for the financial year 2014-2015 was endorsed.
5. Reviewed the details of the additions to the assets for the year 2014-2015.
6. Resolved to expedite the Paver- Block- Road laying work inside the campus by the end of November 2015.
7. Proposed to take initiatives for laying Paver- Block- Road from the main entrance to the college gate.
8. Resolved to submit the Completion Report of the Indoor Sports Training Facility Building to UGC at the end of August 2015.
9. Resolved to submit the Utilisation Certificate to UGC for the I installment grant received towards the construction of Women's Hostel at the end of August 2015.
10. Resolved to complete the Women's Hostel construction at the end of October 2015.
11. Grant of affiliation for new courses is awaited from Madurai Kamaraj University as the affiliation fee has been remitted to M.K.U.
12. Resolved to utilize the FDR interest generated from the donation amount FDR for the proficiency prizes to be distributed on the Annual college day.
13. Efforts taken to improve the communication skills of faculty and students were appreciated. Suggested to take more initiatives to improve communicative skills of students.
14. Brought to the notice of the Management Committee that 54 students appeared for BEC (Business English Certificate) online exam conducted by Cambridge English.
15. Resolved to convene the Governing Body soon after the appointment of University Nominee from Madurai Kamaraj University.
16. Resolved to conduct the Sports day on 6th February 2016 and College day on 27th February 2016.
17. Proposed to convene the next Management Committee meeting on 9th December 2015.

Members present	Signature
Tmt. Thilagavathy Ravindran President	
Thiru. A.Tenzing, Vice President	
Tmt.A.Aruna Ashok Secretary	
Thiru.S.Maheswaran, Member	
Thiru.C.Guna Singh, Member	
Tmt.Preethi Vasiharan Member	
Dr.(Mrs.)D.Sasireka Principal	



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**Minutes of the Management Committee meeting held on 15.12.2015 at 10.15 a.m.in the
Secretary room of S.F.R.College.**

1. Minutes of the Management Committee Meeting held on 5.8.2015 was read and confirmed.
2. The Financial Statement from June 2015 to November 2015 was endorsed.
3. Resolved to insure the college assets, teaching staff, Non- teaching staff, students and workers with the support of SFI auditors.
4. Resolved to permit the Annual Increment for the Self financed Teaching & Non Teaching Staff on 1st January 2016.
5. Reviewed the details of the additions to the assets for the Odd Semester 2015 (June to December 2015).
6. Equipment purchased under DST-FIST programme was reviewed and the effective steps for maintenance of costly equipments were suggested.
7. Resolved to expedite the Paver- Block- Road laying work inside the campus by the end of January 2016.
8. Proposed plan and budget for laying Paver- Block- Road from the main entrance to the college gate was put forth in the meeting and decided to place it at the SFI Charities meeting on 16.12.2015, by the SFI auditor.
9. Resolved to submit the Utilisation Certificate and progress report to UGC for the I installment grant received towards the construction of Women's Hostel soon after the Building Committee visit.
10. Resolved to carry out the II floor construction in the M.C.A block during the next academic year. Approximate Budget 2 Crores.
11. Resolved to extend the gym room at an estimate of Rs 6.5 lakhs
12. Resolved to construct a mini office near the south gate and equip the college with campus surveillance
13. Resolved to transfer the College FDR funds Rs.3 Crores to Charities and utilize the amount for college building projects with the assistance of SFI auditors.
14. Resolved to reinstate the new Founders' Statue during the Pongal Celebration.
15. Efforts taken by the Placement Cell was appreciated. Suggested to take more initiatives to improve communicative skills of students.
16. Resolved to celebrate the Sports Day on 27th February 2016
17. Proposed to conduct the College Day and Convocation Day on 4th & 5th March 2016 respectively.
18. Proposed to convene the next Management Committee Meeting in the midweek of April 2016.

Members present	Signature
Tmt. Thilagavathy Ravindran,President	R. Thilagavathy
Thiru. A.Tenzing, Vice President	A. Tenzing
Tmt.A.Aruna Ashok,Secretary	A. Aruna
Thiru.C.Gunasingh ,Member	C. Gunasingh
Thiru.C.Vijayasingh ,Member,	C. Vijayasingh
Tmt.Vijayalakshmi Chiranjeeviratnam ,Member	C. Vijayalakshmi
Dr.(Mrs.)D.Sasireka,Principal	D. Sasireka 15/12/15



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Minutes of the Management Committee meeting held on 13.04.2016 at 10.30 a.m. in the Secretary room of S.F.R.College.

1. The minutes of the Management Committee meeting held on 15.12.2015 was read and confirmed.
2. A review of the college aided accounts, Self financed accounts and students Amenities accounts for the year April 2015 to February 2016 was endorsed.
3. Approved the fees structure for the academic year 2016-2017.
4. Resolved to expedite the process of getting the Town Planning approval for the college which is undertaken by Ms. I.Kannimariyal, D.C.E from the Director of Town planning, Madurai
5. Brought to the notice of the Management Committee, the insurance for buildings. Resolved to take insurance for students after conducting feasibility study and to insure equipments in the forthcoming academic year.
6. Replaced the statue of Founder Thiru.N.R.K.Rajaratnam on 28.03.2016 and the expenditure incurred is Rs 6,75,000/-
7. Resolved to extend the gym room in the year 2016 at an estimate of Rs. 6,50,000/- which was approved in the Management Committee Meeting held on 15.12.2015.
8. Resolved to extend the library II floor in the year 2016-17 itself for which the budget is Rs.58 lakhs.
9. Resolved to air condition the New Indoor stadium at a cost of Rs. 45 lakhs.
10. Resolved to construct tar road from the college main entrance to western gate at an estimate of Rs.15 lakhs.
11. Resolved to fix mosquito net for all the windows of PG Hostel and new Hostel for Rs. 6,50,000/-
12. Proposed to purchase two buses after studying the operating cost & working condition of the buses TN67 9399 and TN67 9595
13. Proposed to appoint Mr.S.Arulmozhi Varman as internal auditor of our college in the place of Sri.S.B.Hareendra, Chartered Accountant, Madurai at the remuneration fixed by the Management Committee.
14. Proposed to carry out the II floor Construction in the MCA Block in the year 2017 after getting Building Approval from the Madurai Town Planning Office.
15. Proposed to forward the Progress report to UGC for the 1 Installment grant received towards the construction of Women's Hostel as the UGC commission inspection from New Delhi is getting delayed.
16. Approved the appointment of Self financed staff for the academic year 2016-17.
17. Proposed to convene the Next Management Committee meeting on 27th August 2016 at 10.30 am - 11.30 am
18. Proposed to conduct the
 - i) Awards Committee meeting on 10th May 2016 (Faculty & University nominees only)
 - ii) Governing Body meeting on 27th August 2016 (with UGC nominee)

Members present to approve	Signature
Tmt. Thilagavathy Ravindran, President	R. Thilagavathy
Tmt.A.Aruna Ashok, Secretary	A. Aruna
Thiru. S.Maheswaran, Member	S. Maheswaran
Thiru C.Vijayasingh, Member	C. Vijayasingh
Tmt.Vijayalakshmi Chiranjeeviratnam, Member	V. Vijayalakshmi
Tmt. Preethi Vasiharan, Member	Preethi V
Dr.(Mrs.) D.Sasireka, Principal	D. Sasireka