



**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 COLLEGE COUNCIL**

**2017-2018**



**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)

Council Meeting

A Council meeting will be held on  
14.06.17 at 3.00 PM in the conference hall.

Agenda

- \* Golden Jubilee celebration
- \* Any other

*S.R.*  
PRINCIPAL

*S. Hanumanthi*  
Council Secretaries

HODs & Members

1. English - <i>P</i>	14. Microbiology - <i>S.S. Per</i>
2. Tamil - <i>MSD</i>	15. Costume design - <i>MSD</i>
3. History - <i>VP</i>	16. Physical Educ - <i>S.R.</i>
4. Mathematics - <i>S. Hanumanthi</i>	17. Librarian - <i>MSD</i>
5. Physics - <i>S.R.</i>	
6. Chemistry - <i>M</i>	
7. Botany - <i>AA</i>	
8. Comp. Sc - <i>M</i>	
9. Commerce (C) - <i>K.R.</i>	
10. Commerce (SF) - <i>M</i>	
11. Business Admin - <i>S</i>	
12. Comp. Appas - <i>M</i>	
13. Nutrition & Dietetics - <i>AA</i>	

Members Present

1. <i>Sasireka</i>	10. K. Muthu - <i>Y.S.</i>
2. <i>R. Rajeswar</i>	11. <i>V.P.</i>
3. <i>S.R.</i>	12. <i>MSD</i>
4. <i>S. Hanumanthi</i>	13. <i>MSD</i>
5. <i>Jayalakshi</i>	14. <i>M. Sarthana</i>
6. <i>T. Palaniamani</i>	15. Bot - <i>AA</i>
7. <i>MSD</i>	16. Nut - <i>AA</i>
8. <i>S. S. Per</i>	17. Com. Sc - <i>M</i>
	18. <i>M</i>

**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.**  
(An Autonomous Institution affiliated to Madurai Kamaraj University, ReAccredited with 'A' Grade by NAAC)

Minutes of the council meeting

Council meeting was held on 14.06.17 at 3.00 PM at the conference Hall. General deliberations and Golden Jubilee Celebration were discussed as per agenda.

Principal instructed the HODs to insist the members of the staff

- > To be punctual to the class.
- > To sign in the register maintained at the gate when they leave or enter inside the campus during the working hours.
- > Not to permit any personal couriers to the department.
- > To avoid online goods purchase inside the campus.

Important dates

❖ Orientation programme for 1 year UG students	- 16.06.17
❖ Bridge course for 1 year UG students	- 17.06.17 & 19.06.17
❖ Counseling programme for 2 year UG students	- 17.06.17
❖ Placement Training programme for 3 year UG students	- 16.06.17 & 17.06.17
❖ Meeting on Sexual Harassment for the students	- 20.06.17

Golden Jubilee Celebration

❖ Swami Omkarananda's Discourse	- 21.06.17
❖ Golden Jubilee Run	- 28.06.17
❖ Dr. (Mrs) Jayanthasri Balakrishnan's Speech	- 28.06.17
❖ Budget Proposal Submission	- 01.07.17

*S. Hanumanthi*  
Council Secretaries

*S.R.*  
PRINCIPAL  
DR. D. SASIREKA  
PRINCIPAL  
Standard Fireworks Point



**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)

Council Meeting

A Council meeting will be held  
On 20.06.17 at 9.45 AM in the Secretary  
room.

Agenda:

& Budget  
Plan of Dept. wise activity for  
Golden Jubilee Celebration

Council Secretaries  
PRINCIPAL

Host's & Members

1. English - J	11. Business - J
2. Tamil - M.S.M.	12. Comp Appns - J
3. History - M.P.	13. Nutritional Dietetics - J
4. Mathematics - J	14. Microbiology - J.S.M.
5. Physics - J	15. Costume Design - J.P.
6. Chemistry - M	16. Phy. Edu - J
7. Botany - J	17. Librarian - J
8. Comp. Sci - J	18. S. Ponnalai - J
9. Commerce (R) - J	19. S. Palkanachi Selvam DCE
10. Commerce (S.F) - J	

Members Present -

1. S. S. S. S.
2. K. Rajeswar
3. H. Jayalakshmi.
4. S. Meen
5. T. Palanivesan
6. S. S.
7. S. K.
8. M. Muthu - P.S.
9. V.P.
10. M. S. S.
11. E. Ponnalai
12. M. S.
13. S. S. S.
14. S. Palkanachi Selvam
15. S. Palkanachi Selvam
16. M. S.
17. M. S.
18. S.



**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)

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

(An Autonomous Institution affiliated to Madurai Kamaraj University, ReAccredited with 'A' Grade by NAAC)

**Minutes of the Council Meeting**

Council meeting was held on 20.06.17 at 9.45am at the Secretary Room.

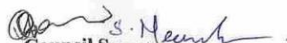
Dr. (Mrs.) K.Rajeswari, Coordinator of the four days Golden Jubilee Celebrations oriented the HODs about the events to be conducted during the month of November in the college campus. The celebration dates and the hall allotment schedule is given as follows

Date	Auditorium	Conference Hall	Techno Lab	Seminar Hall	Multipurpose Hall
21.11.17	English	Physics	Tamil	----	Maths
22.11.17	Comm (R)	Comp Sci	History	Nutrition & Dietetics	Chemistry
23.11.17	Comm (SF)	Comp Applns. & IT	Business Admin	Costume Design & Fashion	Botany & Microbiology
24.11.17	Faculty Programme (Teaching & Non-Teaching)	----	----	----	----

**Instructions for November Day Celebration**

- Theme of the programme to be fixed.
- Management members Senior HODs are to be invited for inaugural function.
- Prominent speakers to be invited for the morning session.
- To confirm the eminent speakers on or before first week of October 2017.
- PowerPoint Presentation highlighting the department advancement and achievements to be projected.
- Sponsorship can be collected only from outsiders and alumni and not from current students.
- Alumni activity can be included.
- The competitions and cultural are to be conducted for students and alumni.
- Agenda and Budget of the activity should be submitted on 01.07.17
- Attendance for faculty and students is compulsory on that day.
- Lunch can be arranged for staff and students on the respective date.
- Lunch will be provided for Teaching and Non-Teaching staff on 24.11.17.
- Staff members and student volunteers will be nominated to keep the campus clean.

The HOD's are asked to submit the report (Soft and Hard Copy) highlighting all the activities being carried out in the department during the Golden Jubilee year and submit to IQAC cell for confirmation during the month of March 2018.

  
Council Secretaries

  
PRINCIPAL



**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)

Council Meeting

A Council meeting will be held on  
17.7.17 at 2.30 PM in the Secretary room.

Agenda:

1. Submission of Model Question paper
2. Tour & Field visits
3. Golden Jubilee tournament
4. Any other

*S. Meenu*  
Council Secretaries

*[Signature]*  
PRINCIPAL

Co-Ord's & Members

- |                                     |  |
|-------------------------------------|--|
| 1. English - <i>[Signature]</i>     | 11. BBA - <i>[Signature]</i>                             |
| 2. Tamil - <i>[Signature]</i>       | 12. Comp. Appas - <i>[Signature]</i>                     |
| 3. History - <i>[Signature]</i>     | 13. Nutrition & Dietetics - <i>[Signature]</i>           |
| 4. Mathematics - <i>[Signature]</i> | 14. Microbiology - <i>[Signature]</i>                    |
| 5. Physics - <i>[Signature]</i>     | 15. Costume Design - <i>[Signature]</i>                  |
| 6. Chemistry - <i>[Signature]</i>   | 16. Phy. Edu - <i>[Signature]</i>                        |
| 7. Botany - <i>[Signature]</i>      | 17. Librarian - <i>[Signature]</i>                       |
| 8. Comp. Sc - <i>[Signature]</i>    | 18. Mas. & Pannalal Selvam (CoE) - <i>[Signature]</i>    |
| 9. Comm (R) - <i>[Signature]</i>    | 19. Mas. S. Pethanachi Selvam (CoE) - <i>[Signature]</i> |
| 10. Comm (ST) - <i>[Signature]</i>  |  |

Members Present:

1. *[Signature]*
2. *[Signature]*
3. *[Signature]*
4. T. Palaniswami
5. K. P. Ratha
6. *[Signature]*
7. K. Muthamil Selvi
8. *[Signature]*
9. *[Signature]*
10. *[Signature]*
11. M. Sankaranarayanan
12. S. S. Ravi
13. *[Signature]*
14. *[Signature]*
15. S. Pethanachi Selvam
16. E. Pannalal
17. *[Signature]*
18. *[Signature]*
19. *[Signature]*



**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)

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

(An Autonomous Institution affiliated to Madurai Kamaraj University, ReAccredited with 'A' Grade by NAAC)

**Minutes of the Council Meeting**

The Council meeting was held on 17.07.17 at 2.30 pm at the Secretary Room and the following points were discussed:

Principal instructed the HODs to insist the members of the staff:

- To take attendance and put correct entry in Flair.
- To arrange for only one day tour and field visit within TamilNadu.
- To sign in the register kept in the office when they go out during working hours after getting proper permission.
- Not to take leave during Expressive Articulation Session and Ward meeting without getting prior permission.
- To be punctual to the class and to make proper arrangements while leaving the class during working hours.
- Not to misuse the internet facility.
- To know the personal and academic details of their ward.
- To report to Mrs. M.Kavitha, Deputy Warden when taking hostel students to participate in events outside the campus.

**COE**

Model Question paper and the practical exam questions are to be framed according to the format provided by the COE and submit the same within the stipulated time.


**Golden Jubilee Celebration**

- Inter-collegiate tournament will be conducted on August 9<sup>th</sup> 2017.
- Alumni meet is to be arranged during November day celebration by the individual departments.

**General Instructions:**

- Students having lack of attendance (< 45 days) in the current semester cannot proceed with the subsequent semesters without repeating and completing the missed semester.
- It is advised not to arrange any function/meeting during test week, general assembly, Expressive Articulation Session and ward meeting.
- It is insisted to prepare all the details in the department according to the requirements asked by the IQAC for autonomy visit.
- Course Teachers should encourage and take in-charge of the failures in the end semester examinations to clear the course in the forthcoming semester.
- It is instructed to contact Mr. T. Vignesh Babu, System Admin for proper maintenance of UPS in the department and Mrs. F. Kingslin Mary Genova for maintenance of Audio Video Aids.
- News Reports should be elaborate with atleast some details of the message by the speakers.

  
Council Secretaries

  
PRINCIPAL  
Dr. D. SASIREKA  
PRINCIPAL  
The Standard Fireworks Rajaratnam  
College for Women,  
SIVAKASI.



**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)

Council Meeting

A Council meeting will be held on 5<sup>th</sup> Oct 2017 at 9.45 AM in the secretary room.

Agenda:

1. Nov. Celebrations
2. JAP on 6<sup>th</sup> Oct 2017
3. Dept. Extension Activity
4. CSR/ISR
5. Prayer & National Anthem
6. Students Participation
7. Any other

S. Meenakshi Prin  
Council Secretaries

PRINCIPAL

CoD's & Members

1. English - <u>JK</u>	8. Comp Sc. - <u>JK</u>
2. Tamil - <u>JK</u>	9. Comm (C) - <u>JK</u>
3. History - <u>JK</u>	10. Comm (CF) - <u>JK</u>
4. Mathematics - <u>JK</u>	11. BBA - <u>JK</u>
5. Physics - <u>JK</u>	12. Comp Apples - <u>JK</u>
6. Chemistry - <u>JK</u>	13. Microbiology - <u>JK</u>
7. Botany & Nutrition/Dietetics - <u>JK</u>	14. Costume Design - <u>JK</u>
	15. Library - <u>JK</u>
	16. Phys. Edu. - <u>JK</u>
	17. Mrs. B. Theresia - <u>JK</u>
	Mrs. Renuka - <u>JK</u>

Members Present

1. S. Meenakshi
2. B. Rajeswari
3. H. Jayalakshmi
4. S. Meenakshi
5. JK
6. A. Keerthi
7. K. Meel
8. JK
9. V. P.
10. J. Chandini
11. JK
12. JK
13. JK
14. JK
15. JK
16. S. S. P.
17. JK
18. T. Palanivesvari



**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)

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

(An Autonomous Institution affiliated to Madurai Kamaraj University, ReAccredited with 'A' Grade by NAAC)

**Minutes of the Council Meeting**

Council meeting was held on 05.10.17 at 9.45 AM at the Secretary Room.

- Dr. (Mrs.) K.Rajeswari, Coordinator of the November day Celebrations oriented the HODs about Invitation design, events to be organized, alumni registration and cleanliness of the campus.
- Principal instructed the HODs to insist the members of the staff:
  - Faculty Development Programme on 06.10.17
    - To be within the campus at 9.15 AM.
    - Internal Term test timings – 9.30 AM – 10.30 AM (UG) and 1.30 PM – 3.30 PM (PG).
    - Programme Duration – 10.45 AM – 12.45 PM.
  - Stall by Self Help Group team from 05.10.17 – 07.10.17.
  - To motivate the economically backward students to empower as a Self Help Group.
  - Department should do extension activity by adopting a village for ten years.
    - Two staff members should be in-charge of the activity.
    - The needs and necessities should be analyzed and carried out using 2<sup>nd</sup> and 3<sup>rd</sup> year students.
    - Each Activity should be recorded, maintained in the dept and the copy to be hand over to the office.
  - To be aware of corporate Social Responsibility and Institution Social Responsibility.
  - Alumni and Student representatives should be initiated to involve in any dept meeting and BOS meeting and their contributions in the meeting should be recorded.
  - To prepare agenda and action taken report for every meeting arranged in the department.
  - To make all the students to sing prayer song and national anthem in all occasions except graduation day.

*S. Manohar*  
*Secretary*  
Council Secretaries

*SR*  
PRINCIPAL  
Dr.D.SASIREKA  
PRINCIPAL  
The Standard Fireworks Rajaratnam  
College for Women,  
SIVAKASI.





**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)

Council Meeting

A Council meeting will be held on 9<sup>th</sup> Dec 2017 at 9.45 AM in the secretary room.

Agenda :

1. Preparation for Autonomy visit
2. Report on Test in the department
3. Awards Committee & Results
4. Graduation Day.
5. Any other

S. Manahli  
Principal

Council Secretaries

CoO's & Members

1. English - ✓	9. Comm (CS) - ✓
2. Tamil - ✓	10. Comm (SF) - ✓
3. History - ✓	11. BBA - ✓
4. Mathematics - ✓	12. Comp. Appn - ✓
5. Physics - ✓	13. Micro Biology - ✓
6. Chemistry - ✓	14. Costume Design - ✓
7. Botany & Nutrition - ✓	15. Library - ✓
8. Comp. Sci - ✓	16. Phy. Edu - ✓
19. Controller (Mrs. S. Permalai) ✓	17. Dean of Academic Affairs (Mrs. P. Aravindan) ✓
20. Deputy Controller (Mrs. P. Aravindan) ✓	18. Dean of Curriculum (Mrs. P. Aravindan) ✓

**Members Present**

S.No	Name and Designation	Signature
1.	Dr.(Mrs.) D.Sasireka, Principal	D.Sasireka
2.	Mrs. K.Muthamil Selvi, Head, Dept. of English	K.Muthamil Selvi
3.	Dr.(Mrs.) B.Ponni, Head, Dept. of Tamil	B.Ponni
4.	Mrs.S.Meenakshi, Head, Dept. of Mathematics	S.Meenakshi
5.	Dr.(Mrs.) S.Sivadevi, Head, Dept. of Physics	S.Sivadevi
6.	Mrs.M.Sowthamani, Head, Dept. of Chemistry	M.Sowthamani
7.	Dr.(Mrs.) M.Santhi, Head, Dept. of Botany Specialization in Plant Biotechnology	M.Santhi
8.	Mrs.A.Leena Benita, Head, Dept. of Computer Science	A.Leena Benita
9.	Mrs.V.Ramya, Head, Dept. of History	V.Ramya
10.	Dr.(Mrs.) K. Rajeswari, Head, Dept. of Commerce (Regular)	K. Rajeswari
11.	Dr.(Mrs.) M.Jayalakshmi, Coordinator, Dept. of Commerce (SF)	M.Jayalakshmi
12.	Dr.(Mrs.) T.Palancesswari, Coordinator, Dept. of Business Administration	T.Palancesswari
13.	Mrs. A. Bamini, Head, Dept. of Computer Applications	A. Bamini
14.	Mrs. S. Subha Ranjani, Head, Dept. of Microbiology	S. Subha Ranjani
15.	Mrs. M. Mohamed Rihana Nasrin, Head, Dept. of Costume Design and Fashion	M. Mohamed Rihana Nasrin
16.	Dr.(Mrs.) M.Santhi, Coordinator, Dept. of Nutrition & Dietetics	M.Santhi
17.	Dr.(Mrs.)M.Yasmin, Librarian	M.Yasmin
18.	Dr.(Mrs.) S. Vijaya Kumari, Phy. Directress	S. Vijaya Kumari
19.	Dr.(Mrs.) K.P.Radha, Dean of Curriculum	K.P.Radha
20.	Dr. (Mrs.)C.Devi Arockia Vanitha, Dean of Academic Affairs	C.Devi Arockia Vanitha
21.	Mrs.E.Ponnalar, Controller of Examinations	E.Ponnalar
22.	Dr. (Mrs.) S.Pethanachi Selvam, Deputy Controller of Examinations	S.Pethanachi Selvam



**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)

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

(An Autonomous Institution affiliated to Madurai Kamaraj University, ReAccredited with 'A' Grade by NAAC)

**Minutes of the Council Meeting**

The Council meeting was held on **09.12.17 at 9.45 AM** at the Secretary Room and the following points were discussed:

The Principal instructed the HODs to insist the members of the staff:

- To hand over three CD copies of the highlights of the department PPT carried out in the November day celebration: one to be sent to the President, one to be sent to the Secretary and one for IQAC.
- To prepare Department magazine in color format.
- To develop Golden Jubilee Photo album.
- The department should hand over photos of the highlights of the activity in one or two pages to Souvenir Committee and elaborate information for college magazine preparation.
- Grand Celebrations will be conducted for 2 days. First day for I and II year students and the next day for final year students. Lunch will be provided.
- Test Week will be only for 5 days.
- Part IV papers will be conducted during class hours (1st hour).
- To complete I term test portion before Dec 20<sup>th</sup> 2017 as NSS camp is scheduled.
- To be trained to face the Autonomy Committee.
- To get feedback from students, alumnae and parents for syllabus revision.

**CDDC**

- To frame the syllabus for II, III year and certificate courses and submit on Feb 5<sup>th</sup> 2018 and the BOS meeting will be held on March.

**COE**

- Awards Meeting will be on Dec 30, 2017 and results published on the same date.

**Important Dates**

- 16<sup>th</sup> Dec 2017 – Council Meeting at 9.45 AM.
- 27<sup>th</sup> Dec 2017 – Department meeting between 2.30 PM – 3.30 PM.
- 30<sup>th</sup> Dec 2017 – Staff Meeting between 2.30 PM – 3.30 PM.
- I Term Test – 27<sup>th</sup>, 28<sup>th</sup>, 29<sup>th</sup>, 30<sup>th</sup> Dec 2017 & 2<sup>nd</sup> Jan 2018.
- Autonomy visit – 4<sup>th</sup> and 5<sup>th</sup> Jan 2018.
- JOC Term Tests – 8<sup>th</sup> Jan, 19<sup>th</sup> Feb, 19<sup>th</sup> Mar 2018.

  
Council Secretaries

  
PRINCIPAL



**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)

Council Meeting		Date?
A Council meeting will be held		11/12/17
On 14 <sup>th</sup> Dec 2017 at 9:45 AM	in the	
Secretary Room.		
<u>Agenda:</u>		
1. Autonomy Extension		
2. Report on Fest in Department		
3. Any other: * Academic + Administrative Audit		
S. Hanch Council Secretary		PRINCIPAL

ZOB's & Members	
1. English - S	
2. Tamil - oo. Dnd	
3. History - V P	
4. Mathematics - H	
5. Physics - G	
6. Chemistry - W	
7. Botany & Nutrition & Dietetics - Z &	
8. Comp. Sc - K	
9. Comm (R) - ist.	
10. Comm (S) - H	
11. BBA - S	
12. Comp. Appns - @	
13. Microbiology - S. S. P. S.	
14. Costume Design - 100	
15. Library - Mysud	
16. Phy Edu - C	
17. Mrs. E. Ponmalar (CoE) - H	
18. Dr. (Mrs.) S. Pethanachi Selvam - P (COE)	
19. Dr. (Mrs.) K. P. Radha - R (Dean of Curriculum)	
20. Dr. (Mrs.) C. Devi Araktha Varitha - P (Dean of Academic Affairs)	



**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)

**Members Present**

S.No	Name and Designation	Signature
1.	Dr.(Mrs.) D.Sasireka, Principal	<i>D.Sasireka</i>
2.	Mrs. K.Muthamil Selvi, Head, Dept. of English	<i>K. Muthamil Selvi</i>
3.	Dr. (Mrs.) B.Ponni, Head, Dept. of Tamil	<i>B. Ponni</i>
4.	Mrs.S.Meenakshi Head, Dept. of Mathematics	<i>S. Meenakshi</i>
5.	Dr. (Mrs.) S.Sivadevi Head, Dept. of Physics	<i>S. Sivadevi</i>
6.	Mrs.M.Sowthamani Head, Dept. of Chemistry	<i>M. Sowthamani</i>
7.	Dr.(Mrs.) M.Santhi Head, Dept. of Botany Specialization in Plant Biotechnology	<i>M. Santhi</i>
8.	Mrs.A.Lecna Benita Head, Dept. of Computer Science	<i>A. Lecna Benita</i>
9.	Mrs.V.Ramya Head, Dept. of History	<i>V. Ramya</i>
10.	Dr.(Mrs.) K. Rajeswari Head, Dept. of Commerce (Regular)	<i>K. Rajeswari</i>
11.	Dr.(Mrs.) M.Jayalakshmi Coordinator, Dept. of Commerce (SF)	<i>M. Jayalakshmi</i>
12.	Dr.(Mrs.) T.Palaneeswari Coordinator, Dept. of Business Administration	<i>T. Palaneeswari</i>
13.	Mrs. A. Bamini, Head, Dept. of Computer Applications	<i>A. Bamini</i>
14.	Mrs. S. Subha Ranjani Head, Dept. of MicroBiology	<i>S. Subha Ranjani</i>
15.	Ms. M. Mohamed Rihana Nasrin Head, Dept. Of Costume Design and Fashion	<i>M. Mohamed Rihana Nasrin</i>
16.	Dr.(Mrs.) M.Santhi Coordinator, Dept. of Nutrition & Dietetics	<i>M. Santhi</i>
17.	Dr.(Mrs.)M.Yasmin, Librarian	<i>M. Yasmin</i>
18.	Dr.(Mrs.) S. Vijaya Kumari, Phy.Directress	<i>S. Vijaya Kumari</i>
19.	Dr.(Mrs.) K.P.Radha, Dean of Curriculum	<i>K.P. Radha</i>
20.	Dr. (Mrs.) C.Devi Arockia Vanitha Dean of Academic Affairs	<i>C. Devi Arockia Vanitha</i>
21.	Mrs.E.Ponnalar, Controller of Examinations	<i>E. Ponnalar</i>
22.	Dr. (Mrs.) S.Pethanachi Selvan, Deputy Controller of Examinations	<i>S. Pethanachi Selvan</i>

23 Mrs. C. Gobalaveni  
Co-ordinator

24. Dr. S. Sathya (Coordinator - 2)  
S. Sathya  
P. Stella with Rajani

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

(An Autonomous Institution affiliated to Madurai Kamaraj University, Re-accredited with

'A' Grade by NAAC, College with Potential for Excellence by UGC)

Minutes of the Council Meeting

The Council meeting was held on **14.12.17 at 9.45 AM** at the Secretary Room and the following points were discussed:

The Principal informed about the date of visit by the following External Experts for the Academic & Administrative Audit .

- Experts :
  1. Dr V.Venkatraman, M.A.,M.T.M.,M.Phil.,Ph.D.,  
Principal,  
Rajapalayam Rajus College,  
Rajapalayam
  2. Dr.S.David Amirtharajan, MCom.,MBA,M.L,BCS,M.Phil,Phd,MCA.,  
Principal,  
Arignar Anna College,  
Krishnagiri.

The Principal instructed the HODs to insist the members of the staff:

- To get ready with the documents for the Academic & Administrative Audit.
- To complete the Department profile by Dec 15<sup>th</sup> 2017.
- To submit the Report on the Fest for the department on or before 26<sup>th</sup> Dec 2017.

*S. Meenakshi*  
Council Secretaries

*S.S.*  
PRINCIPAL



**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)

Council Meeting 18/12/17  
Date

A Council meeting will be held  
on Dec 21<sup>st</sup> 2017 at 10.45 AM in the  
Secretary Room.

Agenda

1. To Discuss on the Academic  
Audit Visit.
2. Preparation for Extension of  
Autonomy.
3. Staff & Students Orientation.
4. Any other.

S. Menak  
Council Secretaries

PRINCIPAL

XoB's & Members

1. English - ✓
2. Tamil - ✓
3. History - ✓
4. Mathematics - ✓
5. Physics - ✓
6. Chemistry - ✓
7. Botany & Nutrition  
of Dietetics - ✓
8. Comp. Sc - ✓
9. Comm (R) - ✓
10. Comm (SF) - ✓
11. BBA - ✓
12. Comp. Appns - ✓
13. Microbiology - ✓
14. Costume Design - ✓
15. Library - ✓
16. Phy. Edu - ✓
17. CoE - ✓
18. COE - ✓
19. Da. (Mas) C.P. Radha - Absent.
20. Dr. (Mas) C. Devi Anitha Vanitha - ✓
21. Mrs. C. Gokulamani - ✓
22. Mrs. Shailaja - ✓
23. Mrs. B. Theresita Mary Shanthi - ✓
24. Mrs. S. Sathya - ✓
25. Dr. (Mas) P. Stella Mathu Rajam - ✓



**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)

**Members Present**

S.No	Name and Designation	Signature
1.	Dr.(Mrs.) D.Sasireka, Principal	<i>D.Sasireka</i>
2.	Mrs. K.Muthamil Selvi, Head, Dept. of English	<i>K. Muthamil Selvi</i>
3.	Dr. (Mrs.) B.Ponni, Head, Dept. of Tamil	<i>B. Ponni</i>
4.	Mrs.S.Meenakshi, Head, Dept. of Mathematics	<i>S. Meenakshi</i>
5.	Dr. (Mrs.) S.Sivadevi, Head, Dept. of Physics	<i>S. Sivadevi</i>
6.	Mrs.M.Sowthamani, Head, Dept. of Chemistry	<i>M. Sowthamani</i>
7.	Dr.(Mrs.) M.Santhi, Head, Dept. of Botany Specialization in Plant Biotechnology	<i>M. Santhi</i>
8.	Mrs.A.Leena Benita, Head, Dept. of Computer Science	<i>A. Leena Benita</i>
9.	Mrs.V.Ramya, Head, Dept. of History	<i>V. Ramya</i>
10.	Dr.(Mrs.) K. Rajeswari, Head, Dept. of Commerce (Regular)	<i>K. Rajeswari</i>
11.	Dr.(Mrs.) M.Jayalakshmi, Coordinator, Dept. of Commerce (SF)	<i>M. Jayalakshmi</i>
12.	Dr.(Mrs.) T.Palaneeswari, Coordinator, Dept. of Business Administration	<i>T. Palaneeswari</i>
13.	Mrs. A. Bimini, Head, Dept. of Computer Applications	<i>A. Bimini</i>
14.	Mrs. S. Subha Ranjani, Head, Dept. of MicroBiology	<i>S. Subha Ranjani</i>
15.	Ms. M. Mohamed Rihana Nasrin, Head, Dept. Of Costume Design and Fashion	<i>M. Mohamed Rihana Nasrin</i>
16.	Dr.(Mrs.) M.Santhi, Coordinator, Dept. of Nutrition & Dietetics	<i>M. Santhi</i>
17.	Dr.(Mrs.)M.Yasmin, Librarian	<i>M. Yasmin</i>
18.	Dr.(Mrs.) S. Vijaya Kumari, Phy.Directress	<i>S. Vijaya Kumari</i>
19.	Dr.(Mrs.) K.P.Radha, Dean of Curriculeum	<i>K. P. Radha</i>
20.	Dr. (Mrs.) C.Devi Arockia Vanitha, Deputy Dean of Academic Affairs	<i>C. Devi Arockia Vanitha</i>
21.	Mrs.E.Ponnalar, Controller of Examinations	<i>E. Ponnalar</i>
22.	Dr. (Mrs.) S.Pethanachi Selvam, Deputy Controller of Examinations	<i>S. Pethanachi Selvam</i>
23.	Mrs. B. Theresita Mary Shanthi, Part V Coordinator	<i>B. Theresita Mary Shanthi</i>
24.	Mr.. C.Gokilamani, JOC Coordinator	<i>C. Gokilamani</i>
25.	Mrs. S. Sathya, Member, IQAC	<i>S. Sathya</i>
26.	Dr. (Mrs.) P. Stella Muthu Rajam, Member, IQAC	<i>P. Stella Muthu Rajam</i>
27.	Dr. (Mrs.) S. Shalaja, Member, IQAC	<i>S. Shalaja</i>

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

(An Autonomous Institution affiliated to Madurai Kamaraj University, Re-accredited with  
\*A\* Grade by NAAC, College with Potential for Excellence by UGC)

**Minutes of the Council Meeting**

The Council meeting was held on **21.12.17 at 10.45 AM** at the Secretary Room and the following points were discussed:

The Principal instructed the HODs to insist the members of the staff:

- To get ready for the Extension of Autonomous visit.
- To focus about the Curriculum framed for the students from rural area, first generation learners and their achievements.
- To project the Add on courses, Elective courses, Non Major Elective courses, Job oriented courses offered by the department and the beneficiaries of the course during the Autonomous committee visit.
- To highlight the use of ICT tools (PPT, Video, Mind map...) along with traditional Chalk-Board method for teaching.
- To inform about the optimal utilization of Internet resources by the students inside the campus.
- To orient the students about the autonomous status of the institution and train them to be disciplined and to communicate when the peer team visit the campus.
- To display explicitly the scheme of valuation of the term tests in the department or class room notice board.
- To complete the syllabus according to the framed work plan.
- To adjust and compensate the classes when they go for leave.
- To qualify in NET/SET exams.
- To create awareness among the students about the Self Help Groups offered in the campus.
- To insist about the YWED courses offered to the II year students.
- To offer any one YWED course in the department. The syllabus to be framed for the course and the experts can be invited for training to impart skills to the students. The course can be conducted for six days during the month of November and May after the End Semester Examinations. The students will be issued certificates after completing the course.
- Journals publication should be done by the faculty with the full name of the institution.
- To avoid stress, the students are given Personal counseling during Ward Meeting, Pranich healing, Yoga, Meditation and Suriya Namaskaram.
- To make the UG students to undergo mini project.

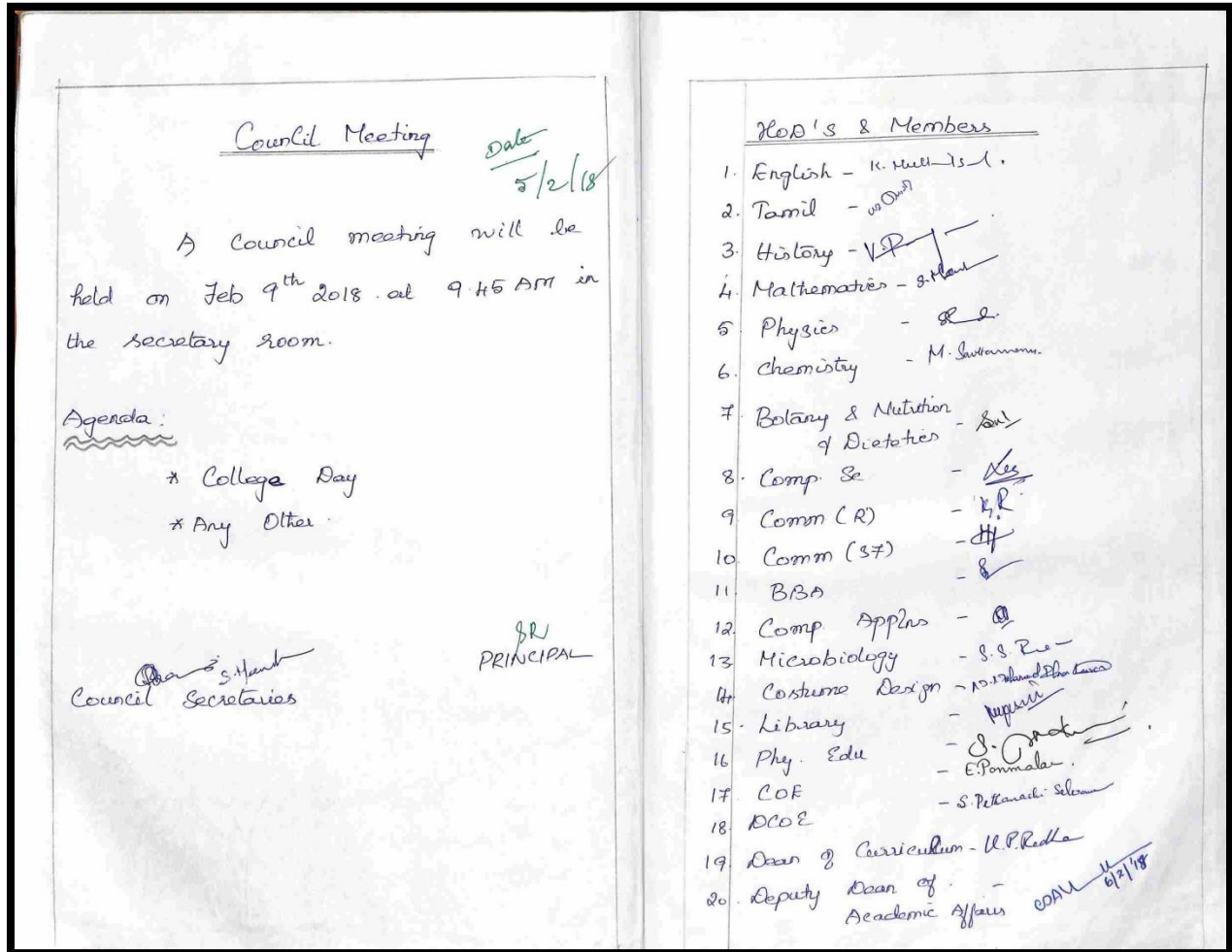
*S. Meenakshi*  
Council Secretaries

*S.K.*  
PRINCIPAL



**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)





**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)

**Members Present**

S.No	Name and Designation	Signature
1.	Dr.(Mrs.) D.Sasireka, Principal	<i>D.Sasireka</i>
2.	Mrs. K.Muthamil Selvi, Head, Dept. of English	<i>K.Muthamil Selvi</i>
3.	Dr. (Mrs.) B.Ponni, Head, Dept. of Tamil	<i>B.Ponni</i>
4.	Mrs.S.Meenakshi, Head, Dept. of Mathematics	<i>S.Meenakshi</i>
5.	Dr. (Mrs.) S.Sivadevi, Head, Dept. of Physics	<i>S.P.Radha</i>
6.	Mrs.M.Sowthamani, Head, Dept. of Chemistry	<i>M.Sowthamani</i>
7.	Dr.(Mrs.) M.Santhi, Head, Dept. of Botany Specialization in Plant Biotechnology	<i>M.Santhi</i>
8.	Mrs.A.Lecna Benita, Head, Dept. of Computer Science	<i>Lecna</i>
9.	Mrs.V.Ramya, Head, Dept. of History	<i>V.Ramya</i>
10.	Dr.(Mrs.) K. Rajeswari, Head, Dept. of Commerce (Regular)	<i>K.Rajeswari</i>
11.	Dr.(Mrs.) M.Jayalakshmi, Coordinator, Dept. of Commerce (SF)	<i>M.Jayalakshmi</i>
12.	Dr.(Mrs.) T.Palaneevari, Coordinator, Dept. of Business Administration	<i>T.Palaneevari</i>
13.	Mrs. A. Bimini, Head, Dept. of Computer Applications	<i>A.Bimini</i>
14.	Mrs. S. Subha Ranjani, Head, Dept. of MicroBiology	<i>S.Subha Ranjani</i>
15.	Ms. M. Mohamed Rihana Nasrin, Head, Dept. Of Costume Design and Fashion	<i>M.Mohamed Rihana Nasrin</i>
16.	Dr.(Mrs.) M.Santhi, Coordinator, Dept. of Nutrition & Dietetics	<i>M.Santhi</i>
17.	Dr.(Mrs.)M.Yasmin, Librarian	<i>M.Yasmin</i>
18.	Dr.(Mrs.) S. Vijaya Kumari, Phy.Directress	<i>S.Vijaya Kumari</i>
19.	Dr.(Mrs.) K.P.Radha, Dean of Curriculum	<i>K.P.Radha</i>
20.	Dr. (Mrs.)C.Devi Arockia Vanitha, Deputy Dean of Academic Affairs	<i>C.Devi Arockia Vanitha</i>
21.	Mrs.E.Ponmalar, Controller of Examinations	<i>E.Ponmalar</i>
22.	Dr. (Mrs.) S.Pethanachi Selvam, Deputy Controller of Examinations	<i>S.Pethanachi Selvam</i>

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

(An Autonomous Institution affiliated to Madurai Kamaraj University, Re-accredited with  
"A" Grade by NAAC, College with Potential for Excellence by UGC)

**Minutes of the Council Meeting**

The Council meeting was held on **09.02.18 at 9:45 AM** at the Secretary Room and the following points were discussed:

The Principal instructed the HODs to insist the members of the staff:

- To insist the final year UG students to get admitted in the PG Programme offered by each Department.
- To follow Systematic planning, Discipline and Time Management for any task done inside the campus.
- The Regular End Semester Exams will be completed before April 20<sup>th</sup> 2018.
- The Arrear exams - April 21<sup>st</sup> to April 28<sup>th</sup> 2018.

**Important Dates:**

- Grand Golden Day Celebrations – March 23<sup>rd</sup> and 24<sup>th</sup> 2018
  - March 23<sup>rd</sup> 2018 – Celebrations for I, II year UG students and 1 year PG Students.
  - March 24<sup>th</sup> 2018
    - Celebrations for final year UG and PG students
    - Working Time for Faculty – 9.00 AM to 3.00 PM
- III Term Test – March 7<sup>th</sup> – 9<sup>th</sup>, 13<sup>th</sup>, 14<sup>th</sup> 2018.
- Hostel Day - March 10<sup>th</sup>, 11<sup>th</sup> 2018.
- March 26<sup>th</sup>, 29<sup>th</sup>, 30<sup>th</sup>, 31<sup>st</sup>, April 1<sup>st</sup> 2018 – Holidays.
- March 12<sup>th</sup> and March 15<sup>th</sup> 2018 – BOS Meeting.

*S. Han*  
Council Secretaries

*S. Han*  
PRINCIPAL





**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)

<p style="text-align: right;">28/2/18</p> <p style="text-align: center;"><u>Council Meeting</u></p> <p>A Council meeting will be held on 14.03.18 at 9.45 AM in the Secretary Room.</p> <p><u>Agenda:</u></p> <ul style="list-style-type: none"><li>* College Day function</li><li>* Project Submission</li><li>* CPA Verification</li><li>* Any Other.</li></ul> <p style="text-align: right;">Principal</p> <p>Principal, Member Council Secretaries</p>	<p style="text-align: center;"><u>Head's &amp; Members</u></p> <ol style="list-style-type: none"><li>1. English - K. M. S. S.</li><li>2. Tamil - M. S. S.</li><li>3. History - V. P. S.</li><li>4. Mathematics - S. M. S.</li><li>5. Physics - S. S.</li><li>6. Chemistry - M. S. S.</li><li>7. Botany &amp; Nutrition of Dietetics - S. S.</li><li>8. Comp. Sci - S. S.</li><li>9. Comm (R) - K. S.</li><li>10. Comm (B) - S. S.</li><li>11. BBA - S. S.</li><li>12. Comp. Apples - S. S.</li><li>13. Microbiology - S. S.</li><li>14. Costume Design - S. S.</li><li>15. Library - S. S.</li><li>16. Phy. Edu - S. S.</li><li>17. CoE - S. S.</li><li>18. DCOE - S. S.</li><li>19. Dean of Curriculum - S. S.</li><li>20. Deputy Dean of Academic Affairs - S. S.</li></ol>
--	---



**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)

**Members Present**

S.No	Name and Designation	Signature
1.	Dr./Mrs.) D.Sasireka, Principal	<i>D.Sasireka</i>
2.	Mrs. K.Muthamil Selvi, Head, Dept. of English	<i>K. Muthamil Selvi</i>
3.	Dr. (Mrs.) B.Ponni, Head, Dept. of Tamil	<i>B. Ponni</i>
4.	Mrs.S.Meenakshi, Head, Dept. of Mathematics	<i>S. Meenakshi</i>
5.	Dr. (Mrs.) S.Sivadevi, Head, Dept. of Physics	<i>S. Sivadevi</i>
6.	Mrs.M.Sowthamani, Head, Dept. of Chemistry	<i>M. Sowthamani</i>
7.	Dr.(Mrs.) M.Santhi, Head & Coordinator, Dept. of Botany Specialization in Plant Biotechnology & Nutrition and Dietetics	<i>M. Santhi</i>
8.	Mrs.A.Leena Benita, Head, Dept. of Computer Science	<i>A. Leena Benita</i>
9.	Mrs.V.Ramya, Head, Dept. of History	<i>V. Ramya</i>
10.	Dr.(Mrs.) K. Rajeswari, Head, Dept. of Commerce (Regular)	<i>K. Rajeswari</i>
11.	Dr.(Mrs.) M.Jayalakshmi, Coordinator, Dept. of Commerce (SF)	<i>M. Jayalakshmi</i>
12.	Dr.(Mrs.) T.Palaneswari, Coordinator, Dept. of Business Administration	<i>T. Palaneswari</i>
13.	Dr. (Mrs.) A. Bamini, Head, Dept. of Computer Applications	<i>A. Bamini</i>
14.	Mrs. S. Subha Ranjani, Head, Dept. of MicroBiology	<i>S. Subha Ranjani</i>
15.	Ms M. Mohamed Rihana Nasrin, Head, Dept. Of Costume Design and Fashion	<i>M. Mohamed Rihana Nasrin</i>
16.	Dr.(Mrs.)M.Yasmin, Librarian	<i>M. Yasmin</i>
17.	Dr.(Mrs.) S. Vijaya Kumari, Phy.Directress	<i>S. Vijaya Kumari</i>
18.	Dr.(Mrs.) K.P.Radha, Dean of Curriculum	<i>K. P. Radha</i>
19.	Dr. (Mrs.)C.Devi Arockia Vanitha, Deputy Dean of Academic Affairs	<i>C. Devi Arockia Vanitha</i>
20.	Mrs.E.Ponnalar, Controller of Examinations	<i>E. Ponnalar</i>
21.	Dr. (Mrs.) S.Pethanachi Selvam, Deputy Controller of Examinations	<i>S. Pethanachi Selvam</i>

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

(An Autonomous Institution affiliated to Madurai Kamaraj University, Re-accredited with  
'A' Grade by NAAC, College with Potential for Excellence by UGC)

**Minutes of the Council Meeting**

The Council meeting was held on 16.03.18 at 9.45 AM at the Secretary Room and the following points were discussed:

The Principal instructed the HODs to insist the members of the staff:

- To prepare and discuss the major aspects of curriculum for Autonomy visit.
- To have work dedication and take care of the slow learners and arrears students to clear the courses within the stipulated duration.
- Not to roam during prayer.
- To take in-charge of their wards and be aware of their Shortage of attendance.
- The department will be closed on March 21<sup>st</sup> and March 22<sup>nd</sup> 2018.
- The time duration on March 23<sup>rd</sup> 2018, Pongal Day is from 9.45 AM – 1.00 PM and the students are advised not to bring mobile phones but only camera on that day.
- Graduation Day – April 17<sup>th</sup> 2018.

*D.S. Meenakshi*  
Council Secretaries

*D.S. Meenakshi*  
PRINCIPAL



**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)

Council Meeting 23/3/18

A Council meeting will be held on 28.03.18 at 2.30 PM in the Secretary Room.

Agenda:

- \* Autonomy Extension Visit
- \* Any other

S. Meenakshi  
Council Secretary

SR  
PRINCIPAL

KEB's & Members

1. English - K. Meenakshi
2. Tamil - V. S. S.
3. History - G. Sathyalakshmi 28.3.18
4. Mathematics - S. Meenakshi
5. Physics - S. S.
6. Chemistry - M. Sathyanani
7. Botany & Nutrition & Dietetics - S. S.
8. Comp. Sc - K. S.
9. Comm (R) - S. Rajendran
10. Comm (ST) - H. Jayalakshmi
11. BBA - T. Palaniam
12. Comp. Appns - S. S.
13. Microbiology - For S. S.
14. Costume Design - M. S. S.
15. Library - M. S.
16. Phy. Edu - S. S.
17. COE - S. S.
18. DCOE - S. S.
19. Dean of Curriculum - R. P. Reddy
20. Deputy Dean of Academic Affairs - S. S.
21. Co-ordinator, Finance Committee - S. S.
22. V. Thyo
23. B. Sathyalakshmi



**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)

**Members Present**

S.No	Name and Designation	Signature
1.	Dr.(Mrs.) D.Sasireka, Principal	<i>D.Sasireka</i>
2.	Mrs. K.Muthamil Selvi, Head, Dept. of English	<i>K. Muthamil Selvi</i>
3.	Dr. (Mrs.) B.Ponni, Head, Dept. of Tamil	<i>B.Ponni</i>
4.	Mrs.S.Meenakshi, Head, Dept. of Mathematics	<i>S. Meenakshi</i>
5.	Dr. (Mrs.) S.Sivadevi, Head, Dept. of Physics	<i>S. Sivadevi</i>
6.	Mrs.M.Sowthamani, Head, Dept. of Chemistry	<i>M. Sowthamani</i>
7.	Dr.(Mrs.) M.Santhi, Head & Coordinator, Dept. of Botany Specialization in Plant Biotechnology & Nutrition and Dietetics	<i>M. Santhi</i>
8.	Mrs.A.Leena Benita, Head, Dept. of Computer Science	<i>A. Leena Benita</i>
9.	Mrs.V.Ramya, Head, Dept. of History	<i>V. Ramya</i>
10.	Dr.(Mrs.) K. Rajeswari, Head, Dept. of Commerce (Regular)	<i>K. Rajeswari</i>
11.	Dr.(Mrs.) M.Jayalakshmi, Coordinator, Dept. of Commerce (SF)	<i>M. Jayalakshmi</i>
12.	Dr.(Mrs.) T.Palaneswari, Coordinator, Dept. of Business Administration	<i>T. Palaneswari</i>
13.	Dr. (Mrs.) A. Bimini, Head, Dept. of Computer Applications	<i>A. Bimini</i>
14.	Mrs. S. Subha Ranjani, Head, Dept. of MicroBiology	<i>S. Subha Ranjani</i>
15.	Ms. M. Mohamed Rihana Nasrin, Head, Dept. Of Costume Design and Fashion	<i>M. Mohamed Rihana Nasrin</i>
16.	Dr.(Mrs.)M.Yasmin, Librarian	<i>M. Yasmin</i>
17.	Dr.(Mrs.) S. Vijaya Kumari , Phy.Directress	<i>S. Vijaya Kumari</i>
18.	Dr.(Mrs.) K.P.Radha, Dean of Curriculum	<i>K.P. Radha</i>
19.	Dr. (Mrs.)C.Devi Arockia Vanitha, Deputy Dean of Academic Affairs	<i>C. Devi Arockia Vanitha</i>
20.	Mrs.E.Ponnalar, Controller of Examinations	<i>E. Ponnalar</i>
21.	Dr. (Mrs.) S.Pethanachi Selvam, Deputy Controller of Examinations	<i>S. Pethanachi Selvam</i>

*Dr. (Mrs.) B. Deepa, Coordinator, Finance Committee*  
*Mrs. S. Sathyo*  
*Mrs. B. Thevitha Mary Shanthi*

*B. Deepa*  
*S. Sathyo*  
*B. Thevitha*

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

(An Autonomous Institution affiliated to Madurai Kamaraj University, Re-accredited with  
'A' Grade by NAAC, College with Potential for Excellence by UGC)

**Minutes of the Council Meeting**

The Council meeting was held on 28.03.18 at 2.30 PM at the Secretary Room and the following points were discussed by the Principal:

- Autonomy Peer Team Visit on 9<sup>th</sup> and 10<sup>th</sup> April 2018.

**Experts:**

- Prof. Geeta Bali,  
Former VC,  
Karnataka State Women's University,  
Bangalore.
- Prof. B.S. Viswath,  
Chairman,  
DRS Dept. of BioChemistry,  
University of Mysore.
- Dr. (Mrs.) T. Vijayalakshmi,  
Sri Durga Malleswara Siddhartha Mahila Kalasala College,  
Vijayawada.
- Mrs. Sunita Gulati  
Under Secretary,  
UGC,  
New Delhi.

- To prepare and discuss the major aspects of curriculum for Autonomy visit.
- To know about the Framework and Design of the curriculum.
- To inculcate the importance of autonomy and project the activities, events and achievements of the department.
- To have a thorough knowledge about the core courses and allied courses offered in the department.
- NME, JOC and other Add-on-courses offered in the department and the beneficiaries.
- UGC, Autonomy and CPE grant utilization.
- To insist the Teaching and Learning methods.
- Remedial coaching for slow learners and Skill based courses for advanced learners.
- Staff meeting on 5<sup>th</sup> April 2018 – 2.30 PM – 3.30 PM.
- 6<sup>th</sup> April 2018 – Internal Academic Audit.
- 11<sup>th</sup> April 2018 – Holiday.
- Modified Syllabus Submission – 13<sup>th</sup> April 2018.
- Last Working Day for Staff – 20<sup>th</sup> April 2018.

*S. Meenakshi*  
*Council Secretaries*

*Principal*  
**PRINCIPAL**