



**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)**

**3.1. PROMOTION OF RESEARCH  
AND FACILITIES**

**3.1.1. RESEARCH FACILITIES AND  
RESEARCH POLICY**

**GOVERNING BODY MINUTES**

**2019-2020**



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

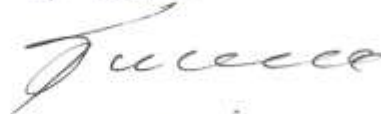
- Tmt. Thilagavathy Ravindran, President
- Thiru. A.Tenzing, Vice-President
- Tmt. Aruna Ashok, Secretary
- Thiru. C.Gunasingh, Member
- Tmt. Preethi Vasikaran, Member
- Dr. V. Chinniah, University Nominee
- Dr. R.Baskaran, JDCE
- Dr. (Mrs.) T. Palaneeswari, Principal


Signature



















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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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**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.

*COAU*  
Dean of Academic Affairs

*T. Palanivel*  
PRINCIPAL

**Members Present**

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

*R. Thilagavathy*  
*A. Aruna*

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. Palaneeswari, Principal                       |  |
| > 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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**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.

CDAA 29/10/20  
Dean of Academic Affairs

T. Palaveesai  
PRINCIPAL


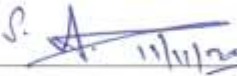
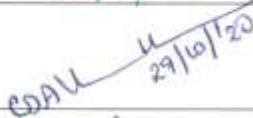



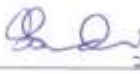
| Members Present  | Signature             |
|--|-----------------------|
| Tmt. Thilagavathy Ravindran,<br>President                          | R. S. Jagaveethy      |
| Tmt. Aruna Ashok,<br>Secretary                                     | A. Aruna.             |
| Thiru C.Gunasingh,<br>Member      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





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

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