



**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**

IQAC MINUTES

2015-2016

S.No.	Date	Details	Page Number
1.	18.06.2015.	Introduction of Research Programmes	2
2.	02.07.2015.	Orientation to apply for Minor Research Projects	6
3.	10.08.2015.	Monitoring Research activities	9
4.	08.12.2015.	Upgradation of Departments as Research Centres	12-14
5.	14.12.2015.	Research publications and Projects	17-18



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),
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2015-16

PAGE No.:
DATE: / /

**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.
INTERNAL QUALITY ASSURANCE CELL (IQAC)
Report of the IQAC Meeting held with Stakeholders**

A meeting was held with the parents' representatives on 18.06.15 at 11.30 a.m in the Indoor Sports Training Facility Centre. 19 parents actively participated in the meeting.

- The parents appreciated the efforts taken by the teachers to coach the students.
- The infrastructure facility available in the campus was highly commended.

Suggestions

- Lunch can be provided to the needy dayscholars on monthly payment basis.
- **M.Phil (Mathematics) and B.Ed programmes can be introduced.**
- NME/JOC registration can be made easier, as the students find it difficult to move to various departments for the enrollment during the lunch break.
- The students can be trained on Takewando.
- Awareness on the job opportunities for the Microbiology students can be given.
- A security can be appointed to control the crowd near the front gate of the college from 9.00 a.m. to 9.20 a.m. Speed breaks can be constructed.
- The college can start functioning from 9.45 a.m. as huge traffic is found in Sivakasi Town between 9 a.m to 9.30 a.m.

K. Rajeswari
IQAC Co-ordinator

D. Basirah
Principal

Members Present:

1. Dr. K. Rajeswari - *K. Rajeswari*
2. Dr. M. Jayalakshmi - *M. Jayalakshmi*
3. Mrs. S. Sathya - *S. Sathya*
4. Dr. T. Palaneeswari - *T. Palaneeswari*
5. Dr. P. Stella Muthu Rajam - *P. Stella Muthu Rajam*
6. Dr. N. Vijaya -
7. Ms. G. Sathiabama - *G. Sathiabama*



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PAGE No: _____
DATE: / /

Circular

There will be a meeting with the members of the IGAC in the Principal's Room on 29.6.15 at 9.30 a.m.

Agenda

1. Plan of action for the year 2015-16
2. Learning Management Systems
3. Submission of A&AR 2014-15
4. Best Practices of the institution
5. UGC - Common curriculum

Rajeswari
IGAC Co-ordinator

Principal

Members.

1. Dr. K. Rajeswari - ✓
2. Dr. M. Jayalaxmi - ✓
3. Mrs. S. Sathya - ✓
4. Dr. T. Palaniswari - ✓
5. Dr. P. Kangar - ✓
6. Dr. K.P. Radha - ✓
7. Dr. Soundararaj Geetha - ✓
8. Mrs. B. Theresita Mary Santhi - ✓
9. Mrs. E. Ponnalar - E Ponnalar
10. Dr. P. Stella Mathu Rajam - P. Stella Mathu Rajam
11. Dr. M. Santhi - ✓
12. Mrs. C. Devi Arneja Vanitha - ✓
CALL 29/6/15
13. Dr. S. Pothanachi Selvam - ✓



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**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.
INTERNAL QUALITY ASSURANCE CELL (IQAC)
Report of the IQAC Meeting held with Members**

A meeting was held with the senior administrative officers and teachers representative of the IQAC on 29th June 2015 in the Principal's Room at 9.30 a.m.

- The IQAC co-ordinator welcomed the members and read out the items to be discussed in the meeting.
- The Chairperson, Dr. D. Sasireka highlighted the importance of IQAC and the role of each members in sustaining the quality of the institution.
- The members were asked to plan quality initiatives for the academic year 2015-16.
- Discussed the suggestions given by parents in the parents meeting held on 18.06.15. The following is the action taken.
 - (i) Planned to include Takewando as Physical Education activity under Part-V.
 - (ii) The feasibility of introducing B.Ed programme will be made and will be discussed in the Governing Body Meeting.
 - (iii) Decided to provide lunch to students in the canteen if a minimum of 50 students opt for it.
 - (iv) Informed the security in the front gate to do the needful to control the crowd between 9.15 a.m. to 9.30 a.m.
 - (v) Decided to change the college timings and the college will function from 9.45 a.m. to 3.30 p.m from 1st July 2015 onwards.
- Learning Management system will be adopted by promoting a website to enable effective learning.
- Decided to submit the AQAR online in the last week of July after getting approval from the Governing Body.
- Decided to discuss the common curriculum hosted by UGC in the website in the department meeting.


IQAC Co-ordinator


Principal

1. K. Rajeswari
2. H. Jayalakshi
3. T. Palaniam



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PAGE No.:	
DATE:	/ /

1. A meeting was held with the members of the AQAR preparation Committee at 2.15 pm in the IQAC office on 29th June 2015.

 - * Read out the report of the IQAC meeting held in the afternoon of 29th June 2015.
 - * Resolved to submit a brief report of AQAR 2014-15
 - * Resolved to meet on 02.07.15 to discuss the details of the institution and IQAC activities.
2. A meeting was held with the members of AQAR preparation Committee at 2.15 pm in the IQAC office on 2nd July 2015.

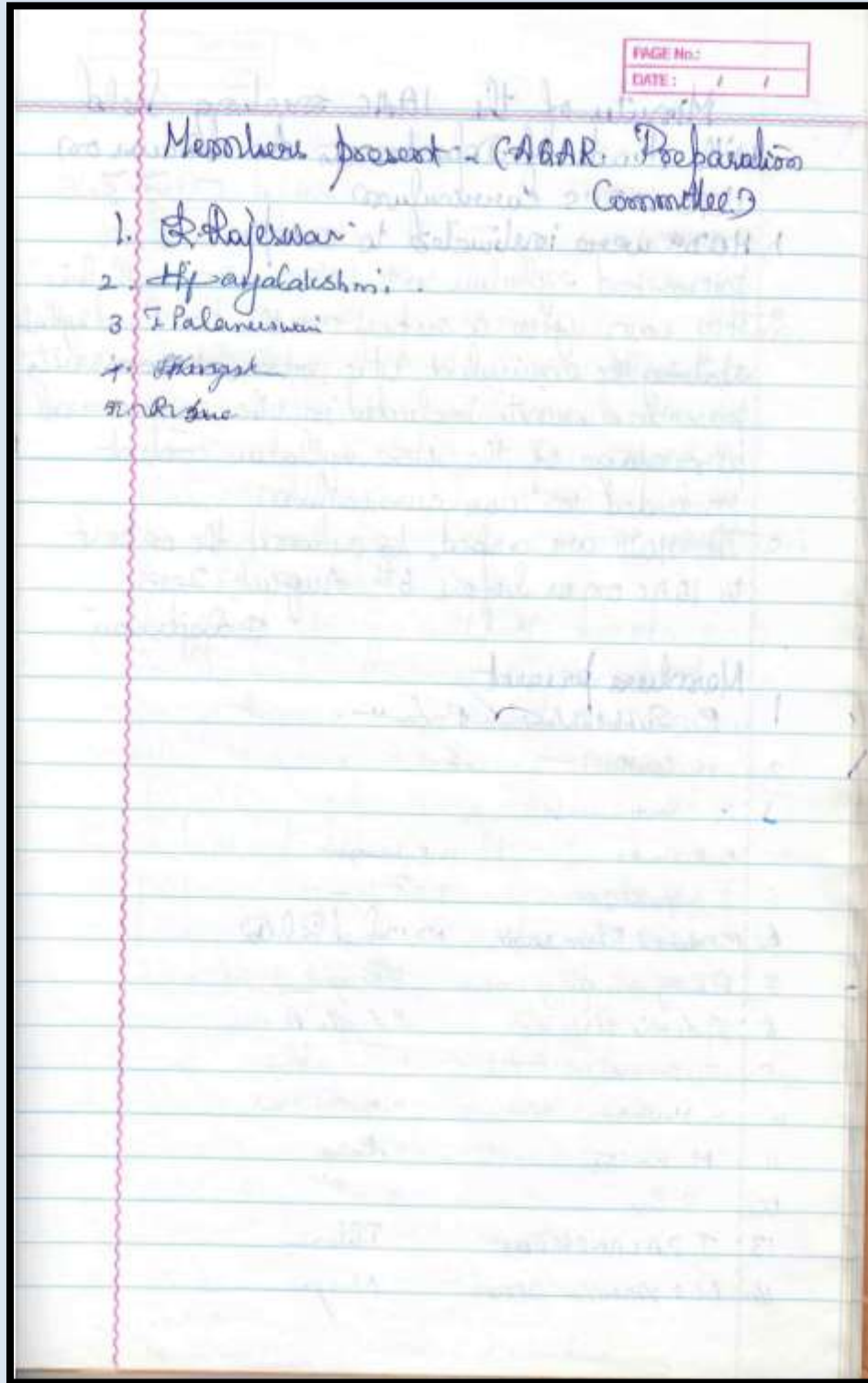
 - (i) Discussed the Part-A content of the Annual Quality Assurance Report 2014-15
 - (ii) Discussed in Part-B Criterion II & III in Part-B
 - (iii) Decided to inform the office to maintain a separate register for visiting faculty.
3. A meeting was held with faculty members and Research Cell on 2nd July at 3.35 pm. Oriented the faculty to apply for Minor research projects online.
4. A meeting was held with the members of AQAR preparation Committee at 2.15 pm in the IQAC office on 2nd July 2015.

 - (i) Discussed criteria - I & IV
 - (ii) Decided to avoid repetition of items being entered in criterions.



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PAGE No: _____
DATE: / /

Minutes of the IBAC meeting held with Heads of Departments to discuss on UGC CBCS Curriculum held on 17.7.15

1. HODs were instructed to compare their prescribed syllabus with UGC CBCS syllabus
2. They can give a report on the compared syllabus relating the equivalent title, overmarks or units prescribed, units included in other courses and percentage of the UGC syllabus content included in our curriculum.
3. The HOD are asked to submit the report to IBAC on or before 6th August 2015.

K. Rajeswari

Members present

1. P. Subbulakshmi. P. Siva.
2. H. Santhi. Sak.
3. M. Govthammani
4. B. P. Susha. B. P. L. Siva
5. S. SubhaRanjani. S. S. Ravi
6. M. Mohamed Ridwan. M. Mohd. Palan
7. F. King's Mary Corson. F. King's
8. R. Sudha Periakai. R. Sudha Perai
9. E. Ponnambal. E. Ponnambal
10. N. Muthamil Selvi. N. Muthamil Selvi
11. M. Kavitha. M. Kavitha
12. B. Poni. B. Poni
13. T. PALANESWARI. T. Palan
14. M. S. YASMEEN BEGUM. M. S. Yasmeen



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PAGE No.:
DATE: / /

Minutes of IBAE & Research Cell meeting held the faculty who are pursuing Ph.D

1. Received the status report on the progress of their Ph.D work from 21 members & M.Phil work from 16 members.
2. Instructed staff members to start with the proceedings for Ph.D registration before 30th Nov. 2015
3. Motivated & guided the faculty to appear for UGC - NET with JRF in December 2015.
4. Advised the faculty to participate in Refresher Course/Orientation programmes and also organised by Human Resource Development Centre of Universities.
5. Advised the faculty to present papers in UGC sponsored National level Seminars/Workshops wherever present.

S. Rajeswari
IBAE Co-ordinator

1. Research Cell	7. M. Chinnadammil
2. M. S. Subramanian	8. S. Srinivasan
3. R. Anil	9. M. Kumari
4. S. V. S. S. S.	10. P. Srinivasan
5. Presentations	11. R. Nithya
6. E. R. R.	12. M. S. S. S.



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3. AP. Jayalalitha	24. M. K. Raj
4. M. Anand	25. M. K. Raj
15. J. Anandhi	26. S. Anand
14. P. K. Raj	27. M. K. Raj
17. V. K. Raj	28. M. K. Raj
18. S. S. Raj	29. V. K. Raj
19. P. K. Raj	30. B. K. Raj
20. L. K. Raj	31. S. K. Raj
21. S. K. Raj	
22. P. K. Raj	
23. P. K. Raj	

27.10.2015

Minutes of the IRAC meeting held with Heads of Departments - to discuss UGC NET/SET or CSIR syllabus to be offered as core ^{Elective} course in the II year PG programme.

1. Resolved to offer to PG students a Preliminary Course to enable the students to qualify themselves with UGC NET/SET or CSIR.
2. Resolved to name the course as NET Preliminary Commerce, CSIR Preliminary Computer Science and so on.
3. Resolved to divide the contents included in UGC NET or CSIR as 5 units and in the syllabus framed for the elective course.



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MEMBERS PRESENT	
1.	S. Rajeswari
2.	M. Saritha
3.	...
4.	...
5.	...
6.	...
7.	...
8.	T. Palani
9.	G. Ponnalan
10.	...
11.	H. Jayalakshmi

DATE: / /



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**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**There will be a meeting with IQAC Members & Special Invitees on
08.12.2015 at 2.30 p.m. in the Secretary Room**

Agenda

- AQAR 2014-2015 online submission.
- IQAC meeting to be held on 15.12.2015
- Discussion on Innovative Strategies to be implemented.
- Plan of Action for the year 2015-2016 – Criterion wise
- Upgradation of Chemistry Department as a Research Centre.
- Upgradation of English Department as a Research Centre.
- Introduction of M.Phil Programme in Mathematics.
- Research Journals by English and Tamil Departments.
- Interdisciplinary Journal from the College

S. Rajeswar
IQAC Co-ordinator

SP
Principal

Senior Administrative Officers:

1. Dr. M. Jayalakshmi, Associate Professor of Commerce *HJ*
2. Dr. T. Palaneeswari, Associate Professor of Commerce *SW*
3. Mrs. S. Sathya, Associate Professor of Computer Science *SB*
4. Mrs. K.P. Radha, Associate Professor of Physics
5. Mrs. E. Ponnmalar, Associate Professor of Computer Science *E.Ponnmalar*

Teacher Representatives:

1. Dr. M. Santhi, Associate Professor of Botany
2. Mrs. P. Stella Muthu Rajam, Assistant Professor of Economics *P. Stella Muthu Rajam*
3. Mrs. R. Sudha Periathai, Assistant Professor of Physics
4. Dr. J. Sobhana Devi, Assistant Professor of English *Sobhana Devi, J.*
5. Mrs. C. Devi Arokia Vanitha, Assistant Professor of C.Sc *COALE - Vanitha*
6. Dr. M. Murugalakshmi, Assistant Professor of Chemistry
7. Mrs. R. Vijaya Priya, Assistant Professor of Tamil *R. Vijaya Priya*
8. Mrs. S.P. Nandhini, Assistant Professor of Mathematics

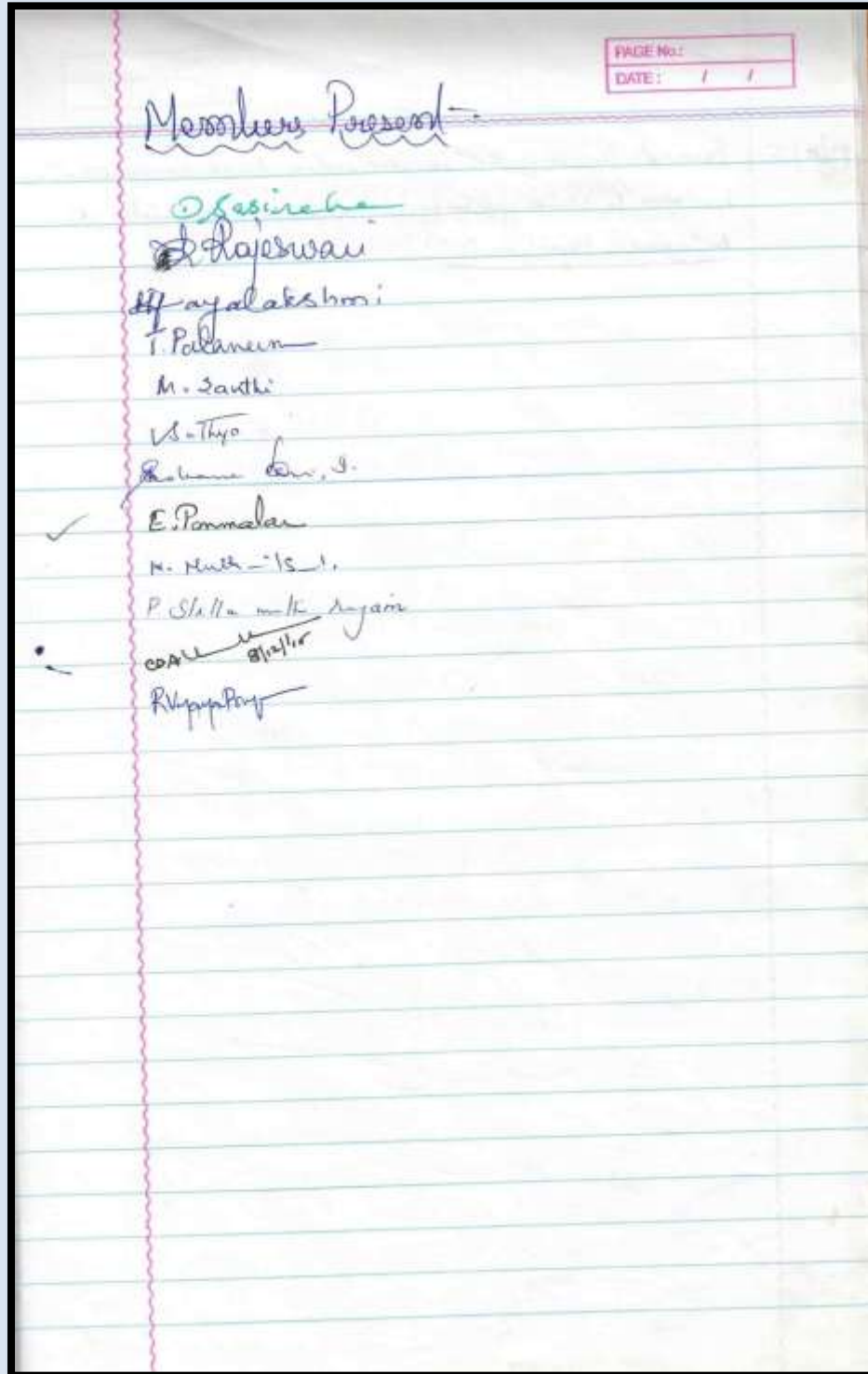
Special Invitees:

1. Dr.G. Valli, Associate Professor of Chemistry
2. Mrs. S. Meenakshi, Associate Professor of Mathematics
3. Dr. S. Pethanatchiselvam, Associate Professor of Mathematics *Dr. S. Pethanatchiselvam*
4. Mrs. K. Muthamilselvi, Assistant Professor of English *K. Muthamilselvi*
5. Dr. B. Ponni, Assistant Professor of Tamil *B. Ponni*
6. Mrs. Uma Sangari, Asst. Prof. of Chemistry *Mrs. Uma Sangari*
7. Dr. K. J. Saravitha *Dr. K. J. Saravitha*
- 8.



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	PAGE No: _____
	DATE: ____ / ____ / ____

08/12/15 Received the Young Science Researcher Award communication
hardcopy to Mrs. N. UmaSankari and it was circulated to
6 Science Departments.

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

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting held on 08.12.15 at 2.30 p.m. in the Secretary Room

- Resolved to convene an IQAC meeting inviting the members of Local Community, Management, Industrialist, Nominee from Local Society and students, Senior Administrative Officers and Teacher Representatives on 15.12.2015 in the IQAC Room.
- Resolved to discuss the innovative strategies to be implemented and to get approval of the AQAR 2014-15 in the Governing Body Meeting.
- Discussed and finalized the plan of action for the year 2015-16.
- Discussed with the HOD and senior faculty members in the upgradation of Chemistry and English Departments as Research Centres.
 - Dr. G. Valli, HOD of Chemistry is a recognized guide and two faculty members from the Department of Chemistry have submitted their proposal to Madurai Kamaraj University for Guideship. After getting approval for guideship from the University as research guides the Department of Chemistry would apply to Madurai Kamaraj University in the Academic year 2016-17 for the upgradation of their department as a Research Centre.
 - Two faculty members from the Department of English have planned to submit their proposal seeking guideship to Madurai Kamaraj University in January 2016. After getting approval for guideship from Madurai Kamaraj University, as research guides the Department of English would apply to MKU in the Academic year 2016-17 for the upgradation of their department as a Research Centre.
- The Department of English has planned to apply to the National Centre for ISSN, India for releasing a Research Journal in the Academic year 2016-17.
- The Department of Tamil is also taking an initiative to start a Research Journal.
- Releasing of Interdisciplinary Journal by Humanities was discussed and planned to start in 2017-18.

[Signature]
IQAC Co-ordinator 8.12.15

[Signature]
Principal



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**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**There will be a meeting with IQAC Members on 14.12.2015 at 10.30 a.m. in
the IQAC Room**

Agenda

- AQAR 2014-2015 online submission.
- Discussion on Best Practices of the Institution
- Plan of Action for the year 2015-2016 – Criterion wise.
- Any Other

Rajeswari
IQAC Co-ordinator | 14.12.15

Abasireka
Principal

- Chair Person** - Dr. D. Sasireka, Principal
- Management Member** - Mrs. Thilagavathy Ravindran, President
- Nominees from Employers/
Industrialists/Stakeholders** - 1. Mrs. Aruna Ashok, Secretary
2. Dr. S. Arivazagan, Principal,
Mepco Schlenk Engineering College, Sivakasi.
- Coordinator of the IQAC** - Dr. K. Rajeswari, Associate Professor of Commerce

Senior Administrative Officers:

1. Dr. M. Jayalakshmi, Associate Professor of Commerce
2. Dr. T. Palaneeswari, Associate Professor of Commerce
3. Mrs. S. Sathya, Associate Professor of Computer Science
4. Mrs. K.P. Radha, Associate Professor of Physics
5. Dr. P. Kanaga, Deputy Warden

Senior Administrative Official - Mrs. G. Santha, Superintendent

Teacher Representatives:

1. Dr. Soundararaj Geetha, Associate Professor of English
2. Dr. M. Santhi, Associate Professor of Botany
3. Mrs. B. Theresita Mary Shanthi, Associate Professor of C.Sc
4. Mrs. E. Ponmalar, Associate Professor of C.Sc
5. Mrs. P. Stella Muthu Rajam, Assistant Professor of Economics
6. Dr. S. Pethanachi Selvam, Associate Professor of Mathematics
7. Mrs. C. Devi Arokia Vanitha, Assistant Professor of C.Sc
8. Dr. M. Murugalakshmi, Assistant Professor of Chemistry

Special Invitees:

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

**Nominees from the local society,
students & Alumni** - 1. R. Dharini, II B.Sc. C.Sc. R. Dharini
2. Mrs. M. Mercy Prabha (Alumni)
Director, OM Shanmuga Builders, Sivakasi.



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Members Present

- ☉ Dr. D. Sasireka, Chair Person
 - ☉ Mrs. Thilagavathy Ravindran, Management Member
 - ☉ Mrs. Aruna Ashok, Nominees from Employer
 - ☉ Dr. S. Arivazagan,
Nominees from Industrialists/Stakeholders
 - ☉ Dr. K. Rajeswari, Coordinator of the IQAC
 - ☉ Dr. M. Jayalakshmi, Senior Administrative Officer
 - ☉ Dr. T. Palaneeswari, Senior Administrative Officer
 - ☉ Mrs. S. Sathya, Senior Administrative Officer
 - ☉ Mrs. K.P. Radha, Senior Administrative Officer
 - ☉ Dr. P. Kanaga, Senior Administrative Officer
 - ☉ Mrs. G. Santha, Senior Administrative Official
 - ☉ Dr. Soundararaj Geetha, Teacher Representative
 - ☉ Dr. M. Santhi, Teacher Representative
 - ☉ Mrs. B. Theresita Mary Shanthi, Teacher Representative
 - ☉ Mrs. E. Ponnmalar, Teacher Representative
 - ☉ Mrs. P. Stella Muthu Rajam, Teacher Representative
 - ☉ Dr. S. Pethanachi Selvam, Teacher Representative
 - ☉ Mrs. C. Devi Arokia Vanitha, Teacher Representative
 - ☉ Dr. M. Murugalakshmi, Teacher Representative
 - ☉ Mrs. K. Muthamil Selvi, Special Invitee
 - ☉ Dr. J. Sobhana Devi, Special Invitee
 - ☉ Mrs. R. Vijaya Priya, Special Invitee
 - ☉ Dr. B. Siva Priya, Special Invitee
 - ☉ Dr. M. Yasmin, Special Invitee
 - ☉ Mrs. S.P. Nandhini, Special Invitee
- Nominees from the local society, students & Alumni**
1. R. Dharini, II B.Sc. C.Sc.
 2. Mrs. M. Mercy Prabha (Alumni)
Director, OM Shanmuga Builders, Sivakasi.

- Sasireka
- R. Sni. Jagasathy
- A. Aruna
- S. Arivazagan
- K. Rajeswari 14/12/15
- M. Jayalakshmi
- T. Palaneeswari
- S. Sathya 14/12/15
- K. P. Radha 14/12/15
- P. Kanaga 14/12/15
- G. Santha
- S. Geetha
- M. Santhi
- B. Theresita Mary Shanthi
- E. Ponnmalar
- P. Stella Muthu Rajam
- S. Pethanachi Selvam
- C. Devi Arokia Vanitha
- M. Murugalakshmi
- K. Muthamil Selvi
- J. Sobhana Devi
- R. Vijaya Priya
- B. Siva Priya
- M. Yasmin
- S.P. Nandhini
- R. Dharini



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INTERNAL QUALITY ASSURANCE CELL (IQAC)
Minutes of the IQAC Meeting held on 14.12.2015 at 10.30 a.m. in the IQAC Room**

The Members of the Committee shared the proposed plan of action for the academic year 2015-2016. Discussed the follow-up activities- regarding suggestions placed in the meeting held on 05.08.2014. Dr. S. Arivazhan, Member Representative of the College IQAC, had the following suggestions:

- Enrollment in BEC Programme can be increased.
- Targets can be fixed for each department quantitatively.
- IQAC has to set specific targets to be achieved during the academic year for each department.
- The faculty members of Science Departments can assess the impact factor of publications – Citation index, H index and Scopus.
- The Science Departments can apply for projects to funding agencies - DIT/DST/DSIR.
- The number of Major Research Projects has to be increased.

Proposed to analyse the growth of the individual Departments criterion-wise for three consecutive years – 2013-14, 2014-15 and 2015-16.

Rajawani
IQAC Co-ordinator
14.12.15
IQAC Co-ordinator,
The Standard Fireworks Rajaratnam
College for Women, (Autonomous)
Thiruthanevur,
SIVAKASI - 626 123.

Rajawani
Principal 14/12/15
PRINCIPAL
The Standard Fire Works
Rajaratnam College for Women,
SIVAKASI.



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PAGE No.:
DATE: / /

22/12/15 Received the Communication from 'Bodhi Padhipyogam' for
'miscellaneous grants'. It was handed over to Librarian, Chandora

**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Minutes of the IQAC Meeting held on 17.03.2016 at 10.30 a.m. in the IQAC Room

The Members of the Committee discussed the Action Taken for the suggestion given
by Dr. S. Arivazhah, Member Representative of the College IQAC.

S.No.	Suggestion	Action Taken
1.	Enrollment in BEC Programme can be increased.	Orientation on BEC Programme was given in the month of February 2016 and Enrollment in the course has increased (84 for prelims course & 13 enrolled for Vantage course)
2.	Targets can be fixed for each department quantitatively.	Dept. wise target for the year 2016-17 is fixed by the IQAC based on the activities carried out in 2015-16.
3.	IQAC has to set specific targets to be achieved during the academic year for each department.	
4.	The Faculty members of Science Departments can assess the Impact factor of publications – Citation index, H index and Scopus.	The individual faculty was instructed to get assistance from the Librarian to assess the Impact factor of publications – Citation index, H-index and Scopus.
5.	The Science Departments can apply for projects to funding agencies - DIT/DST/DSIR.	<ul style="list-style-type: none">The Dept. of Botany & Computer Science applied to DSIR for a project on "Rural Women Empowerment". The proposal was not considered as the Ministry approved the proposals submitted by Engineering colleges only.Science departments have been approved ₹ 90,000/- by TNSCST and they organized a Quality Enhancement Programme for Secondary Grade Teachers.
6.	The number of Major Research Projects has to be increased.	Major Research Projects already applied to UGC in 2014 has not yet been approved. Waiting for notification from UGC and Other funding agencies.

S. Rajeswar
IQAC Co-ordinator

SS
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)

PAGE No.:
DATE: / /

Members present :

1. S. Rajawari
2. T. Palaniswami
3. H. Jayalakshmi.
4. S. Sathy
5. K. Muthamill Sel.
6. S. Sathy
7. S. Sathy
8. S. Sathy
9. S. Sathy
10. S. Sathy
11. B. Siva Piyaa
12. S. Sathy
13. P. S. Sathy
14. B. Sathy
15. S. Sathy
16. S. Sathy
17. S. Sathy