



**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

2018-2019

S.No.	Date	Details	Page Number
1.	04.09.2018.	Research Projects and Publications	11
2.	19.12.2018.	Research Ethics	20
3.	12.04.2019.	Research Output	24
4.	30.04.2019.	Code of Ethics	27



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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 04.07.18 at 2.30 p.m. in the
Secretary's Room**

Agenda

- Submission of AQAR 2017-2018
- Revised guidelines of AQAR 2018-2019
- Student Satisfaction Survey

Minutes

A meeting was held with the IQAC members regarding completion and submission of the AQAR 2017-18.

- ⇒ Resolved to send a circular to the HOD's to update criterion wise details till 30th June 2018.
- ⇒ Completed report to be submitted on 10th July 2018.
- ⇒ Discussed regarding framing questionnaire for student satisfaction survey.
- ⇒ Suggested to furnish and utilize the E-content lab facility.

W. Thel - 15-1
IQAC Co-ordinator

T. Palaniammi
Principal



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Members present	
1. Dr. T. Palaniswami	T. Palaniswami
2. Mrs. B. Theresita Mary Shanthi	M. Thero
3. Mrs. S. Sathya	M. Thyo
4. Mrs. E. Pennalar	E. Pennalar
5. Mrs. R. Sudha Periakat	R. Sudha Periakat
6. C. Devi Apocua Vaniam	C. Devi Apocua Vaniam
7. B. SIVA PRIYA	B. Sivapriya
8. Dr. J. SOBHANA DEVI	Sobhana Devi 3.4.18
9. Dr. K. PRADHA	K. Pradha 4/7/18
10. Mrs. P. Stella Matha Rajam	P. Stella Matha Rajam
11. Dr. M. M. Kavitha	M. M. Kavitha 4/7/18
12. Dr. A. MYDEEN BIBI	A. Mydeen Bibi 4/7/18
13. Dr. B. Deepa	B. Deepa 4/7/18
14. Dr. U. Uma Devi	U. Uma Devi
15. Dr. S. VIJAYA KUMARI	S. Vijaya Kumari
16. Dr. P. Prasadani Devi	P. Prasadani Devi
17. Dr. S. Shanilaja	S. Shanilaja
18. Dr. M. Muthugalakshmi	M. Muthugalakshmi
19. K. Muthamill Selva	K. Muthamill Selva

6.7.18. Received a letter from Director of Collegiate Education instructing the institution to apply for NAAC and NIRF.
Response was sent on 8.8.18 intimating that our institution is already participating in NAAC and NIRF.

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27/18 The Standard Fireworks Rajaratnam College for Women, Sivakasi
Internal Quality Assurance Cell (IQAC)

A Support Staff Development Programme was organised by IQAC on 12.7.2018 between 10:00 a.m and 11:30 a.m at the Techno Lab. Mrs. K. Amultha, Office Superintendent welcomed the gathering. Mr. S. N. N. Sivapiran, JCI International Trainer addressed the Support Staff on "People Management". The Guest speaker stressed on the importance of being patient, friendly and humane for effective people management. The session was very lively and interactive. Dr. J. Arun Nandini, Office Manager proposed the vote of thanks.

B. Siva Prinja
12-7-18
P. Prasanna Devi
Staff in-charge

H. Murali - 15-1
IQAC Co-ordinator

S. N. N. Sivapiran
Guest Speaker

T. Palaniamma
Principal

Members Present

name	Signature
1. M. Lakshmi Prinja	M. Lakshmi
2. M. Murugeswari	M. Murugeswari
3. S. Lingammal	S. Lingammal
4. S. Bharathi	S. Bharathi
5. M. Pam Prinja	M. Pam Prinja
6. A. Santhi	A. Santhi
7. M. Geetha Lakshmi	M. Geetha Lakshmi
8. R. Jyalseshmi	R. Jyalseshmi
9. M. Kamatchi	M. Kamatchi



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10	S. Bhavani	S. Bhavani
11	G. Muthumari	G. Muthumari
12	K. Saranya Devi	K. Saranya Devi
13	G. Rajeshwari	G. Rajeshwari
14	M. CHITRA DEVI	M. Chitra Devi
15	C. PADMA JOTHI	C. Padma Jothi
16	K.R. Seenivasan	K.R. Seenivasan
17	C. Ramalakshmi	C. Ramalakshmi
18	K. Porjadi	K. Porjadi
19	M. Helen Sreedha	M. Helen Sreedha
20	V. Rani Vimala chandra	V. Rani Vimala chandra
21	P. Pothimmal	P. Pothimmal
22	S. Selvameena	S. Selvameena
23	K. SHANTI	K. Shanti
24	M. Muthulakshmi	M. Muthulakshmi
25	A. Venu Bini	A. Venu Bini
26	R. Paritha	R. Paritha
27	P. Sarany	P. Sarany
28	M. Jansi Bai	M. Jansi Bai
29	B. Subalakumari	B. Subalakumari
30	K. Jayachitra	K. Jayachitra
31	M. RAZA MALAE	M. Raza Malae
32	K. Nandini Devi	K. Nandini Devi
33	M. Jami Dethi	M. Jami Dethi
34	M. Jayanthi	M. Jayanthi
35	M. Anjalakshmi	M. Anjalakshmi
36	M. Karmukila	M. Karmukila
37	R. Norvala	R. Norvala
38	S. Dhruva	S. Dhruva
39	S. chandra	S. chandra
40	T. Janti	T. Janti
41	N. Tharmaraselvi	N. Tharmaraselvi
42	N. Mangalamma	N. Mangalamma
43	T. Kavitha	T. Kavitha
44	K. Annapoornani	K. Annapoornani
45	S. Kalaiselvi	S. Kalaiselvi
46	H. Shambhi	H. Shambhi



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47. J. Senthil Kumar	SBK
48. T. Vignesh Babu	SB
49. C. Rajafandian	SB
50. R. Vignesan	RI
51. C. Chandrasekhar	Cch
52. M. Sathiya Lakshmi	ms
53. D. Suresh Rajakumar	DSR
54. H. Selvaraj	si Selvaraj
55. P. Senthil Kumar	P. Senthil Kumar
56. M. Kalirajan	M. Kalirajan
57. S. Rajakannadi	S. Rajakannadi
58. G. Ramasubramanian	G. Ramasubramanian
59. P. Karuppasamy	P. Karuppasamy
60. P. Karuppasamy	P. Karuppasamy
61. A. R. Sarath Kumar	A. R. Sarath Kumar
62. G. Sravan Reddy	G. Sravan Reddy
63. A. Manikandan	A. Manikandan
64. R. G. Raja	R. G. Raja
65. S. Saravanan	S. Saravanan
66. K. Anneswari	K. Anneswari
67. J. Dhan Nandini	J. Dhan Nandini
68. K. Anubha	K. Anubha

10.8.18 Reply sent to Udy. C's letter requesting AAR documentary evidence and statement of financial assistance for the past four years - 2014-15 to 2017-18, along with audited statement.

20.8.18 One Staff member from Anti-Doping Cell, attended Collector's Meeting at Vudhangan on 20.8.18, at 4.30 pm.



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Circular.

There will be a meeting with the elected Union Members, Union Incharge staff members and I Q A C members at the Indoor stadium on 24.8.18 at.

11. Hrs - 12.15
23.8.18
I Q A C Co-ordinator.

Minutes of the Meeting.

Principal met the elected Union Representatives and asked them to be involved in maintaining the Standard of the college and discipline of the students. Dress code is to be followed strictly, otherwise severe punishment should be given.

She was concerned about the early marriage and elopement of students and asked the friends to take positive steps to avoid such incidents.

It was resolved to convene small group meetings, (department wise) addressed by the elected representatives to know more about the students' satisfaction and grievances and moreover to interact freely with students.

The students representatives made the following requests.

- 1) more number of NCC volunteers to be involved during assemblies.
- 2) To ply separate bus during field visits so that the evening trip is not delayed.
- 3) Wanted more number of dustbins, fans in canteen.
- 4) Extension of two-wheeler parking lot.
- 5) One more stair case in HCA Block and glass panel for protection along the staircase.



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Members Present	
1.	Principal.
2.	I.O.A.E. Co-ordinator - K. Meel - 111.
3.	College Union Incharge Faculty members.
4.	Union staff in charge - (Joint) in charge
5.	T. Agasthyaambika - CDSJ
6.	M. V. Nagalakshmi - History
7.	S. SEWALAKSHMI - Physics
8.	S. PAATHI - Maths
9.	R. VASANTHI - computer science
10.	C. THAMARACHEVI - Chemistry
11.	A. Josephina - Commerce (Corp.)

UNION MEMBERS	
1.	G. Deepa (President)
2.	G. Nivetha. (Vice - President)
3.	G. Deepa Lakshmi (Secretary)
4.	P. Krishnaveni (Joint - Secretary)
5.	S. Divya Bharathi
6.	M. Anuradha
7.	S. Nithya Sri
8.	T. Murugalakshmi
9.	G. Yamini Raghava
10.	K. Kalai Selvi
11.	M. J. Mathuramitha
12.	M. D. Feils Rose
13.	T. Kuthana Asha
14.	S. Harini



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27.8.18	On-line entry regarding 'Swachh Campus' Ranking was submitted to AISHE, MHRD on 27.8.18.
28.8.18	Mail was sent to MHRD, Deputy Director, regarding correction in the name of the college, in MHRD Portal.
29.9.18	Reply sent to NAAC, Bangalore, regarding the mentor institution identifying and providing list of non-accredited institutions.
9.10.18	Anti-Ragging compliance request form was submitted to UGC-MHRD on 9.10.18.
27.2.19	Letter sent to 5 colleges under PARAMARSH Scheme: 1) Sri Balakrishna College of Arts & Science, 2) S.M.S. College of Arts & Science, 3) Rajalakshmi College of Arts and Science, 4) Spent. Art College, Sivanchai, 5) Spent. Arts & Science College, Madhavali.
1.3.19	Letter sent to U.G.C. informing the colleges chosen under PARAMARSH scheme.



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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 04.09.18 at 11.00 a.m. in the
Secretary's Room**

Agenda

- Plan of Action 2017-2018 and Action Taken
- Plan of Action 2018-2019
- NIRF
- Other Funding Agencies

K. Muthamil Selvi
IQAC Co-ordinator

T. Palaneeswari
Principal

Chair Person - Dr. T. Palaneeswari, Principal *T. Palaneeswari*

Management Member - Mrs. Thilagavathy Ravindran, President *R. Thilagavathy*

**Nominees from Employers/
Industrialists/Stakeholders** - 1. Mrs. Aruna Ashok, Secretary
2. Dr. V. Venkatraman, Principal,
Rajapalayam Rajus' College, Rajapalayam. *V. Venkatraman*

**Nominees from the local society,
students & Alumni** - 1. Mrs. C. Anuja Chandramouly (Local Society)
Author, Sivakasi. *Anuja.C*
2. K. Aruna, I M.A English
3. Mrs. Mano Jagatheeswari, Alumni,
Thiruthangal, Sivakasi. *Mano*

Senior Administrative Official - Mrs. K. Amutha, Superintendent *K. Amutha*

Coordinator of the IQAC - Mrs. K. Muthamil Selvi, Associate Professor of English *K. Muthamil Selvi*

IQAC Members:

1. Dr. K.P. Radha, Associate Professor of Physics *K.P. Radha*
2. Mrs. B. Theresita Mary Shanthi, Associate Professor of C.Sc *B. Theresita Mary Shanthi*
1. Mrs. S. Sathya, Associate Professor of Computer Science *S. Sathya*
2. Mrs. E. Ponmalar, Associate Professor of C.Sc
3. Mrs. P. Stella Muthu Rajam, Associate Professor of Economics *P. Stella Muthu Rajam*
4. Dr. S. Pethanachi Selvam, Associate Professor of Mathematics *S. Pethanachi Selvam*
5. Mrs. R. Sudha Periatthai, Assistant Professor of Physics *R. Sudha Periatthai*
6. Dr. M. Murugalakshmi, Assistant Professor of Chemistry *M. Murugalakshmi*
7. Dr. M. Kavitha, Assistant Professor of History *M. Kavitha*



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THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting held on 04.09.18 at 11.00 a.m. in the Secretary's Room

The IQAC members approved the minutes of the meeting held on 04.09.18. The members discussed the Action Taken for the year 2017-18 and the Plan of Action for the academic year 2018-19. Dr. V. Venkatraman, Principal Rajus' College, Mrs. C. Anuja Chandramouly, Author, Member from Local Society and Mrs. Mano Jagatheeswari, Alumni were present.

Following are the appreciations and suggestions:

- To start Diploma / Certificate Courses in counseling.
- To conduct workshops on "Disaster Management" for NCC Cadets & NSS Volunteers.
- To arrange for workshops with the help of Toast Masters' Club to improve communication skills.
- To apply for Minor Research Project from various funding agencies.
- Discussed the list of reputed journals and funding agencies.
- To concentrate on the specific areas of importance regarding weightage, when applying for NIRF.
- To give more coverage to the Institution through College Website, using Hashtags, etc.
- To start journals by various departments.
- To author books and get them published.
- To update staff profile in the college website.

K. Senthil Kumar
IQAC Co-ordinator

J. Palaniswami
Principal



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Members Present

- | | |
|--|---|
| ☉ Dr. T. Palaneeswari, Chair Person | - |
| ☉ Mrs. Thilagavathy Ravindran, Management Member | - |
| ☉ Mrs. Aruna Ashok, Nominees from Employer | - |
| ☉ Dr. V. Venkatraman,
Nominees from Industrialists/Stakeholders | - |
| ☉ Mrs. C. Anuja Chandramouly
Nominee from Local Society | - |
| ☉ Mrs. Mano Jagatheeswari,
Alumni Nominee | - |
| ☉ Mrs. K. Muthamil Selvi, Coordinator of the IQAC | - |
| ☉ Dr. K.P. Radha, Associate Professor of Physics | - |
| ☉ Mrs. B. Theresita Mary Shanthi, Associate Professor of C.Sc | - |
| ☉ Mrs. S. Sathya, Associate Professor of C.Sc | - |
| ☉ Mrs. E. Ponnalar, Associate Professor of C.Sc | - |
| ☉ Mrs. P. Stella Muthu Rajam, Associate Professor of Economics | - |
| ☉ Dr. S. Pethanachi Selvam, Associate Professor of Mathematics | - |
| Mrs. R. Sudha Periakal, Assistant Professor of Physics | - |
| Dr. M. Manujalakshmi, Assistant Professor of Chemistry | - |
| ☉ Dr. M. Kavitha, Assistant Professor of History | - |
| ☉ Mrs. K. Amutha, Superintendent
(Senior Administrative Official) | - |
| ☉ K. Aruna, I M.A English
Student Nominee | - |



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25/10/18

The Standard Fireworks Rajaratnam College for Women, Sivakasi
Internal Quality Assurance Cell (IQAC)

An Awareness Programme on ESI was organized by IQAC for the Support Staff on 25.10.18 between 2.00pm and 3.00pm. Mr. A.K. Maheswaran, BSO, ESI, Madurai, addressed the support staff on the cash benefits and medical benefits to employees and dependants. He created an awareness on various beneficial policies. The support staff clarified their doubts with the speaker.

P. Prasanna Devi 25.10.18
Staff-in-charge

K. Maheswaran
A.K. Maheswaran
BSO - ESI, Madurai

T. Palanisami
Principal

Members Present

Name	Signature
1. K. Parvathi	K. Parvathi
2. M. Bani Paraja	M. Bani Paraja
3. S. Bharathi	S. Bharathi
4. K. Maheswari	K. Maheswari
5. C. Rameshkishori	Ramesh
6. S. Selvakumari	S. Selvakumari
7. P. Saranya	P. Saranya
8. D. Vasanthi	Vasanthi
9. T. Kavitha	T. Kavitha
10. K. Annapoornani	K. Annapoornani
11. M. Kamatchi	M. Kamatchi
12. S. Lingam	S. Lingam



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Name	Signature
13. M. Lakshmi Priya	M. Lakshmi Priya
14. M. Shanthi	M. Shanthi
15. S. Kalai Selvi	S. Kalai Selvi
16. M. Gnanalakshmi	M. Gnanalakshmi
17. P. Bhavani	P. Bhavani
18. B. Shanmugasudhi	B. Shanmugasudhi
19. C. Gani	C. Gani
20. T. Palaniyandam	T. Palaniyandam
21. N. Maniswari	N. Maniswari
22. N. Manjatha	N. Manjatha
23. L. Thy. Ramesh	L. Thy. Ramesh
24. K. Soma Pandi	K. Soma Pandi
25. E. Maruthan	E. Maruthan
26. A. Karuprasam	A. Karuprasam
27. V. Karthikeyan	V. Karthikeyan
28. K. Kalpana	K. Kalpana
29. Mr. BABU	Mr. BABU
30. N. SIVA KUMAR	N. SIVA KUMAR
31. S. Sridharan	S. Sridharan
32. J. Jaganathan	J. Jaganathan
33. R. Sankar	R. Sankar
34. K. Sri Devi	K. Sri Devi
35. S. Shreya	S. Shreya
36. M. Analakshmi	M. Analakshmi
37. K. Subbalakshmi	K. Subbalakshmi
38. K. Mini Priya	K. Mini Priya
39. R. Sivendran	R. Sivendran
40. M. Karunkala	M. Karunkala
41. M. Jeyanthi	M. Jeyanthi
42. K. Nardhini Devi	K. Nardhini Devi
43. M. Tami Dasini	M. Tami Dasini
44. S. Raja Kannan	S. Raja Kannan
45. R. Ramasubramanian	R. Ramasubramanian



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20.11.18 The Standard Fireworks Rajaratnam College for Women
Internal Quality Assurance Cell (IQAC) Sivakasi
SUPPORT STAFF AWARENESS PROGRAMME

An Awareness Programme on 'Bank Loans' was
organised by IQAC for the Support Staff on 30.11.18
between 11.00 a.m and 12.00 p.m in the Multi-purpose
Hall. Mr. Abraham Selwin, Assistant General Manager,
SBI, Sivakasi and officials from State Bank of
India, Sivakasi addressed the gathering. They
elaborated on the various schemes and loans offered
by The State Bank of India.

P. Rama Raju
B. Siva Prasad
Staff in charge

I.Q.A.C. Co-ordinator

Mr. Abraham Selwin
Assistant General Manager,
SBI, Sivakasi

T. Balasubramanian
Principal

Members Present

Name	Signature
1. J. Senthil Kumar	J.K.
2. G. SORUVANAN	G.S.
3. A. MANIKANDAN	A. Mani
4. R. Murthu Pandeeswari	R. Murthu Pandeeswari
5. A. Santha	A. Santha
6. M. Kamatchi	M. Kamatchi
7. S. LINGAMAT	S. Lingamat
8. M. H. WINGESWARI	M. H. Wingeswari
9. M. Lakshmi Priya	M. Lakshmi Priya
10. K. ANNAPPOONANI	K. Annappoonani
11. T. Kowitha	T. Kowitha
12. J. Rama Priga	J. Rama Priga
13. K. MURUGESWARI	K. Murugeswari
14. N. Parichudari	N. Parichudari
15. N. Managellan	N. Managellan



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No	Name	No	Name
16	H. H. H. H.		
17	S. Kala Selvi		S. Kala Selvi
18	N. Maheswari		N. Maheswari
19	M. Gnanalakshmi		M. Gnanalakshmi
20	B. Shanmuga Valli		B. Shanmuga Valli
21	S. Chandra		S. Chandra
22	K. R. Srinivasan		K. R. Srinivasan
23	P. Kasutramuthu		P. Kasutramuthu
24	M. Kalirajan		M. Kalirajan
25	P. Senthil Kumari		P. Senthil Kumari
26	D. BURESH RAZAKUMAR		D. BURESH RAZAKUMAR
27	P. KARUPPASATHI		P. KARUPPASATHI
28	C. Chanchramohan		C. Chanchramohan
29	M. Jeyanthi		M. Jeyanthi
30	M. Kannu Kila		M. Kannu Kila
31	R. Nidhi		R. Nidhi
32	K. Vandhini Devi		K. Vandhini Devi
33	S. Sivalakumari		S. Sivalakumari
34	P. Sarany		P. Sarany
35	J. Jansi Rani		J. Jansi Rani
36	P. Prithvi		P. Prithvi
37	M. Mathilakshmi		M. Mathilakshmi
38	P. Petchimonal		P. Petchimonal
39	R. Shopia		R. Shopia
40	A. Mahesh Anufl		A. Mahesh Anufl
41	R. G. R. Ja		R. G. R. Ja
42	R. KUMARAN		R. KUMARAN
43	V. Rani Hemalochana		V. Rani Hemalochana
44	P. Praveen		P. Praveen
45	G. Mathyari		G. Mathyari
46	M. Thirupathi		M. Thirupathi
47	M. Ban Praja		M. Ban Praja
48	K. Poshodi		K. Poshodi
49	S. Sivalak		S. Sivalak
50	C. Ramalakshmi		C. Ramalakshmi
51	C. Padma Jothi		C. Padma Jothi
52	H. Selvamani		H. Selvamani
53	E. PARVATHAN		E. PARVATHAN



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

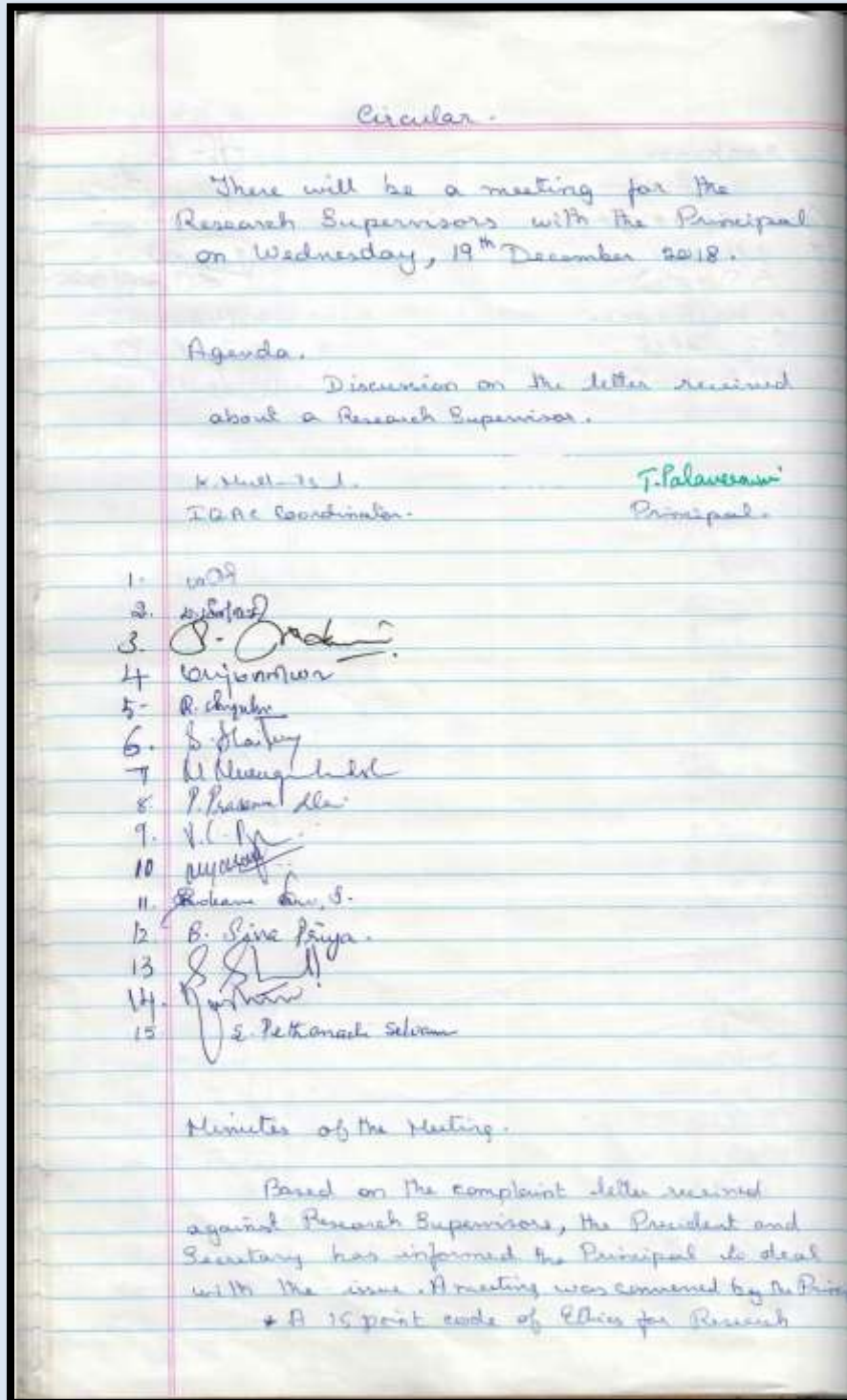
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57	Sivakumar	Shirley
55	U. Manojkumar	U. Manojkumar
59	K. Kishoregaj	K. Kishoregaj
57	M. Latha	M. Latha
58	S. Gitanandam	S. Gitanandam
59	K. Muneeswari	K. Muneeswari
60	R. Jayalakshmi	R. Jayalakshmi
61	M. Guzzette Francis	M. Guzzette Francis



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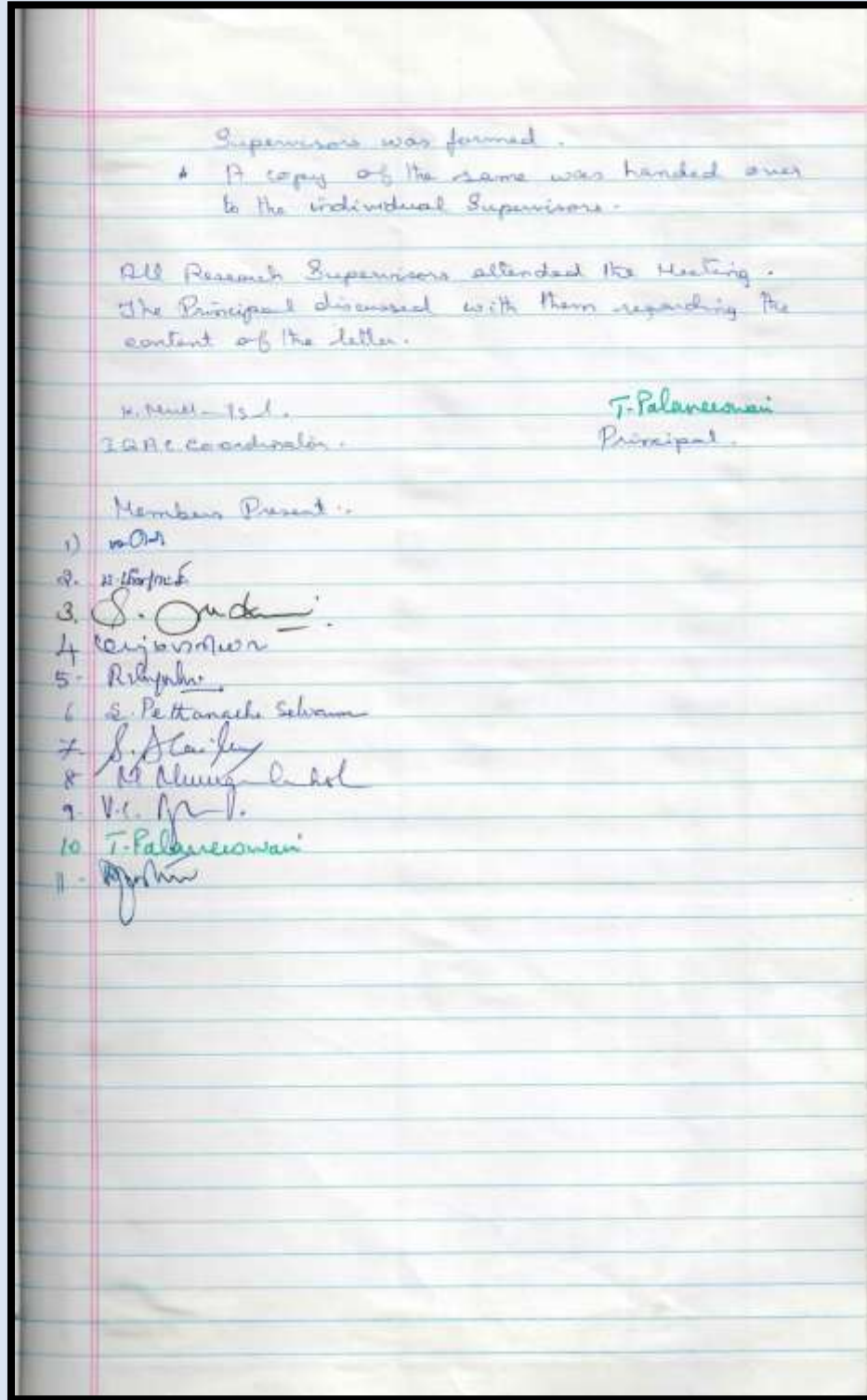
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THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI
Affiliated to Madurai Kamaraj University
Reaccredited with 'A' Grade by NAAC & College with Potential for Excellence by UGC

Mrs.A.Aruna, B.Sc.,
Secretary
Phone No: 04562-220389
Fax : 04562-226695



Dr.(Mrs.)T.Palaneeswari, M.C.Soc., M.P.H., Ph.D.
Principal
E-mail : sfrc@sfrcollege.edu.in
Website : www.sfrcollege.edu.in

ETHICS FOR RESEARCH SUPERVISORS

The Research Supervisor:

- 1) is expected to carry out high quality academic research.
- 2) ought to provide quality supervision.
- 3) should spend quality time and discuss the progress of the work periodically.
- 4) has to be a role model to the scholars.
- 5) can access the date / work of the scholars with prior permission from them and duly acknowledge it.
- 6) is bound to willingly share her academic competence to the scholars.
- 7) should cultivate and establish mutual respect for the scholars.
- 8) has to maintain a professional distance from the scholars.
- 9) should not offend the scholars using her academic knowledge.
- 10) is expected to listen to personal circumstances, feel empathy and encourage the scholars during the course of the Research work.
- 11) should not act or say words that may offend the scholar's dignity or humiliate them or provoke them.
- 12) should bring to the notice of the authorities if something undesirable occurs between her and the scholars.
- 13) can consider continuing with the scholars in the above situation or can conclude the relationship through proper channel.
- 14) should not ask for any personal favour / monetary benefit / gift in any form from the scholars.
- 15) has to face the consequences if found guilty.

scm/wpr/od/let./4

T. Palaneeswari
PRINCIPAL
The Standard Fireworks
Rajaratnam College for Women,
SIVAKASI.



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18.3.19. New members of IQAC were introduced.

SSR & AQAR Preparation Team

- Criterion I : Dr. B. Deepa & Dr. A. Anantha
- Criterion II : Dr. C. Devi Aruckia Vanitha & Dr. S. Pethanachi Selvam
- Criterion III : Dr. P. Stella Muthu Rajam & Mrs. R. Vijaya Priya
- Criterion IV : Dr. R. Sudha Periathai & Dr. D. Rajamani
- Criterion V : Dr. U. Uma Devi & Dr. A. Mydeen Bibi
- Criterion VI : Dr. B. Siva Priya & Dr. K.J. Sunmista
- Criterion VII : Mrs. V. Ramya & Dr. S. Shailaja

Language Correction for Report: Mrs. V. Lalithambigai & Dr. A. Padma Priya

T. Palanisami
Principal



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28.3.19 Criticism wise formats for AQAR and nature of works were discussed.

28.3.19 Criticism wise data formats to be collected from Departments were discussed and finalized.

29.3.19 Internal audit to be conducted by IQAC members were discussed.

External audit to be conducted by Expert Committee were discussed.

The Expert Committee Members will visit the departments as per the following schedule on 11.04.2019 & 12.04.2019:

Department	Date	Time	Name of the Expert
Microbiology	11.04.19	1.30 - 2.15 p.m.	Dr. K. Jegatheesan, Assistant Professor of Botany, Centre for Research and PG Studies in Botany and Dept. of Biotechnology, Thiagnajar College, Madurai.
Costume Design & Fashion		2.15 - 3.00 p.m.	
Botany	11.04.19	1.30 - 2.15 p.m.	Dr. D. Kathiresan, Associate Professor, Department of Botany, Sankavathi Narayanan College, Madurai - 625 022.
Nutrition & Dietetics		2.15 - 3.00 p.m.	
English	12.04.19	10.00 - 10.45 a.m.	Dr. R. Selvam, Associate Professor & Head, Department of English, Dean - Arts, V.H.N.S.N. College, Virudhunagar.
Tamil		11.00 - 11.45 a.m.	
History		11.50 - 12.30 p.m.	
Physics	12.04.19	10.00 - 10.45 a.m.	Dr. N. Prithvikumaran, Associate Professor & Head, Dean - Research, Dept. of Physics, V.H.N.S.N. College, Virudhunagar.
Chemistry		11.00 - 11.45 a.m.	
Mathematics		11.50 - 12.30 p.m.	
Computer Science	12.04.19	10.00 - 10.45 a.m.	Dr. R. Palaniappan, Associate Professor of Computer Science, Controller of Examinations, V.H.N.S.N. College, Virudhunagar.
Computer Applications & IT		11.00 - 11.45 a.m.	
COE Office		11.50 - 12.30 p.m.	
Commerce	12.04.19	10.00 - 10.45 a.m.	Dr. A.A. Majesan, Associate Professor & Head, Dept. of Commerce, V.H.N.S.N. College, Virudhunagar.
BBA		11.00 - 11.45 a.m.	
Office		11.50 - 12.30 p.m.	
Library	12.04.19	12.30 p.m.	All the members

R. Senthil Kumar
IQAC Co-ordinator

T. Palaniappan
Principal



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**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.
INTERNAL QUALITY ASSURANCE CELL (IQAC)
Minutes of the Academic & Administrative Audit**

Report of the Academic & Administrative Audit done on 11.04.19 & 12.04.19 by the Experts:

- Dr. A.A. Magesan, Associate Professor & Head, Dept. of Commerce, V.H.N.S.N. College, Virudhunagar.
- Dr. R. Palaniappan, Associate Professor of Computer Science, Controller of Examinations, V.H.N.S.N. College, Virudhunagar.
- Dr. N. Prithvikumaran, Associate Professor & Head, Dean - Research, Dept. of Physics, V.H.N.S.N. College, Virudhunagar.
- Dr. R. Selvam, Associate Professor & Head, Dept. of English, Dean - Arts, V.H.N.S.N. College, Virudhunagar.
- Dr. D. Kathiresan, Associate Professor, Dept. of Botany, Saraswathi Narayanan College, Madurai.
- Dr. K. Jegatheesan, Assistant Professor of Botany, Centre for Research and PG Studies in Botany and Dept. of Biotechnology, Thiagarajar College, Madurai.

Visited all the Departments, Library, Office and office of COE and examined the documents and records maintained.

Appreciations:

- Regular conduct of Expressive Articulation Sessions on various topics and events is found to be excellent.
- E-Content development and usage of SFR Learning Management System is appreciated.
- Participation of the students in skill development programmes and conferences are appreciated.
- Adequate staff with automated system in office is remarkable.
- Digital photo printing as YWED course and consultancy services.
- Participation of students and their achievement as state level top 1% achievers in National Graduate Physics Examination is appreciated.
- MoU with Arasan Ganesan Polytechnic for Job Oriented Course (JOC-Domestic Appliance) is appreciated.
- Certificate course in Cheminformatics, Entrepreneur Development Programmes for students and Self sHelp Group women and Staff exchange programmes are appreciated.
- Encouragement given to students to take up NPTEL, course & BEC Examination.
- Books authored by the staff members of Department of Tamil are included as text books of other colleges.



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Suggestions:

- ⇒ Wi-Fi access for effective utilization of SFR Learning Management System within the Campus may be strengthened.
- ⇒ Students' Personal Record book should have all the records inclusive of Term Test marks, External marks, Results, Attendance, Part-V course details along with the personal details.
- ⇒ Research output needs to be quantified.
- ⇒ Steps to become research center can be taken from Dept. of Mathematics & History.
- ⇒ Separate Courses for fast achievers and slow achievers shall be included in the Curriculum.
- ⇒ Self-learning courses can be included in the curriculum for enhancing fast achievers.
- ⇒ Knowledge-level testing for the students at the entry level shall be conducted.
- ⇒ Feedback templates and questionnaire may be filed along with analysis of feedback reports.
- ⇒ More Faculty Development Programmes can be organized by the departments.
- ⇒ A regular Certificate course on GST and Insurance will make the students professionals in the respective field.
- ⇒ More initiative may be taken to publish articles in peer review journals.
- ⇒ Feedback from employers may be received.
- ⇒ Usage of LED lamps should be increased for energy conservation.
- ⇒ Programme specific outcome and course specific outcome should be framed.
- ⇒ Ready Reckoner has to be set ready in COE Office.
- ⇒ Publication of results within 10 days after the date of last exam.
- ⇒ Moderation of Grace Mark can be raised from 1 mark in the End Semester Examinations.
- ⇒ Streamlining data gathering process can be implemented in the College Office.

R. Sudha Periakai
IQAC Co-ordinator

Academic Audit Committee Members

1. Dr. A.A. Magesan,
Associate Professor & Head,
Dept. of Commerce,
V.H.N.S.N. College, Virudhunagar.

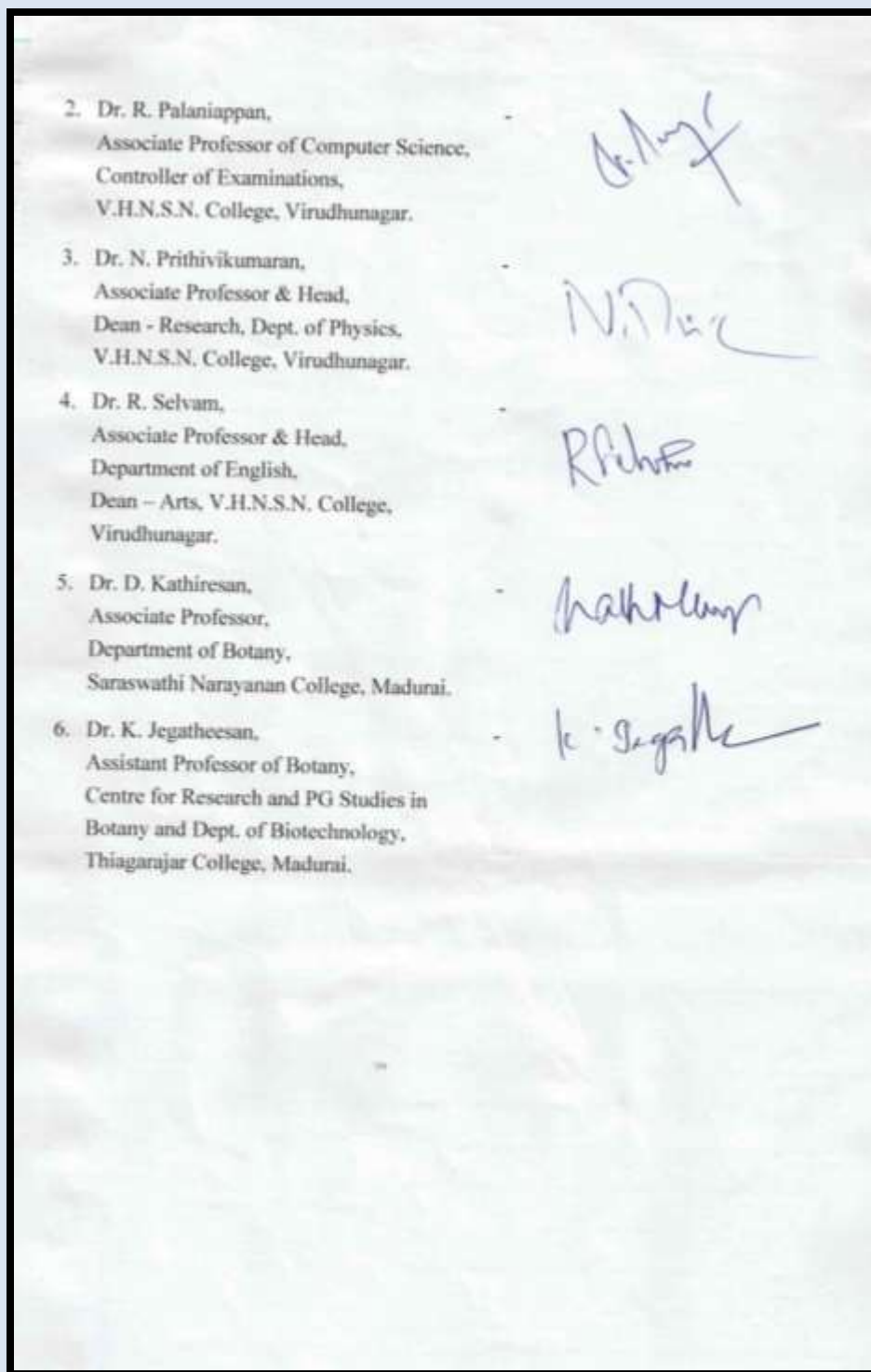
T. Palanivelan
Principal
PRINCIPAL
The Standard Fireworks
Rajaratnam College
for Women,
SIVAKASI

A. Magesan



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

Minutes of the meeting held on 29.04.19

Venue: IQAC Office

Time: 10.00 a.m. to 3.30 p.m.

The members of the IQAC Committee discussed the SSR preparation for NAAC Re-Accreditation (4th Cycle).

Agenda

- SSR Preparation Criterion wise – I, II, VII.
- Plan for the next academic year 2019-2020.

Suggestions

- ⇒ To formulate Outcome Based Education properly and frame the guidelines of OBE.
- ⇒ To state the methods for measuring the levels of attainment of students in the OBE guidelines.
- ⇒ To analyse the feedback and upload the Action Taken Report on the website.
- ⇒ To introduce courses for slow learners and advanced learners after assessing the learning levels of students for the syllabi 2020-21 onwards.
- ⇒ To automate the Exam Management System (EMS) fully.
- ⇒ To formulate the research policy for adoption and upload it on website.

R. Sudha Perin
IQAC Co-ordinator

T. Palaniasami
Principal

Members Present

- Mrs. S. Sathya, IQAC Advisor & Associate Professor of C.Sc
- Dr. R. Sudha Periathai, IQAC Co-ordinator & Asst. Prof. of Physics
- Dr. P. Stella Muthu Rajam, Associate Professor of Economics
- Dr. S. Pethanachi Selvam, Associate Professor of Mathematics
- Mrs. V. Ramya, Assistant Professor of History
- Dr. B. Deepa, Assistant Professor of Botany
- Dr. C. Devi Arockia Vanitha, Assistant Professor of C.Sc
- Dr. B. Siva Priya, Assistant Professor of English
- Mrs. R. Vijaya Priya, Assistant Professor of Tamil
- Dr. D. Rajamani, Assistant Professor of Chemistry
- Dr. K.J. Sunmista, Assistant Professor of Commerce
- Dr. U. Uma Devi, Assistant Professor of Botany

Dr. A. Padma Priya Assistant Professor of English

- ✓ So They
- R. Sudha Perin
- P. Stella Muthu Rajam
26/04/19
- S. Pethanachi Selvam
- VP
- B. Deepa
- COACU
29/04/19
- S. Siva Priya
- R. Vijaya Priya
- D. Rajamani
- K. J. Sunmista
- U. Uma Devi
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THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.
INTERNAL QUALITY ASSURANCE CELL (IQAC)
Minutes of the meeting held on 30.04.19
Venue: IQAC Office Time: 10.00 a.m. to 3.30 p.m.

The members of the IQAC Committee discussed the SSR preparation for NAAC Re-Accreditation (4th Cycle).

Agenda

- SSR Preparation Criterion wise – III, IV, V, VI
- Plan for the next academic year 2019-2020.

Suggestions

- ☞ To establish a centre for Innovation and Incubation.
- ☞ To conduct Industry – Academia innovative practices by the Science Departments.
- ☞ To state the code of ethics to check malpractices and plagiarism in research for PG & M.Phil students.
- ☞ To frame policy for providing consultancy services.
- ☞ To enhance the Wi-Fi facility with a bandwidth of 100 MBPS.
- ☞ To register the Alumni Association.

R. Sudha Perinath
IQAC Co-ordinator

T. Palameswari
Principal

Members Present

- Mrs. S. Sathya, IQAC Advisor & Associate Professor of C.Sc
- Dr. R. Sudha Perinath, IQAC Co-ordinator & Asst. Prof. of Physics
- Dr. P. Stella Muthu Rajam, Associate Professor of Economics
- Dr. S. Pethanachi Selvam, Associate Professor of Mathematics
- Dr. B. Deepa, Assistant Professor of Botany
- Dr. C. Devi Arockia Vanitha, Assistant Professor of C.Sc
- Dr. B. Siva Priya, Assistant Professor of English
- Mrs. R. Vijaya Priya, Assistant Professor of Tamil
- Dr. D. Rajamani, Assistant Professor of Chemistry
- Dr. K.J. Sunmista, Assistant Professor of Commerce
- Dr. U. Uma Devi, Assistant Professor of Botany
- Dr. A. Padma Priya, Assistant Professor of English

V. Thy
R. Sudha Perinath
P. Stella Muthu Rajam
S. Pethanachi Selvam
B. Deepa
COA Ull
B. Siva Priya
R. Vijaya Priya
D. Rajamani
K. J. Sunmista
U. Uma Devi
A. Padma Priya



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**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.
INTERNAL QUALITY ASSURANCE CELL (IQAC)
Minutes of the IQAC Meeting held on 14.05.19 at 2.00 p.m. in the Secretary Room**

IQAC organized a meeting with the Principal, Dean of Curriculum Design and Controller of Examinations on 14.05.19, Tuesday and discussed the following:

- Implementation of Outcome Based Education in curriculum from 2019-2020 onwards.
- Setting of question paper for Term Tests and End Semester Examinations according to OBE guidelines.
- Forming Academic Attainment Committee.
- Organising a workshop on Outcome Based Education to the faculty members on 04.06.19.
- Passing the OBE guidelines in the Academic Council Meeting to be held on 13.06.19.

Sathya
IQAC Advisor

T. Palaneeswari
Principal

Members Present

- Dr. T. Palaneeswari, Principal
- Mrs. S. Sathya, IQAC Advisor
- Mrs. A. Leena Benita, Associate Professor of C.Sc
- Mrs. E. Ponmalar, Controller of Examinations
- Dr. B. Deepa, Assistant Professor of Botany
- Dr. C. Devi Arockia Vanitha, Assistant Professor of C.Sc
- Dr. B. Siva Priya, Assistant Professor of English
- Dr. J. Jeeva Priya, Assistant Professor of Commerce

- *T. Palaneeswari*
- *Sathya*
- *Leena*
- *E. Ponmalar*
- *B. Deepa*
- *CDAC*
- *B. Siva Priya*
- *J. Jeeva Priya*



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INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Minutes of the IQAC Meeting held on 24.05.19 at 10.00 a.m. in the IQAC Office

The members of IQAC had a meeting on 24.05.19, Friday.

- Discussion on the framework of OBE and to implement it in the curriculum in the academic year 2019-2020.
- Presentation of the PowerPoint show by Mrs. S. Sathya, IQAC Advisor to train the faculty in the workshop on "Quality Enhancement through Outcome Based Curriculum" on 04.06.19.
- Planned to conduct the workshop in 4 halls with the 4 speakers: Mrs. S. Sathya, Dr. B. Deepa, Dr. R. Sudha Periathai & Dr. C. Devi Arockia Vanitha.

S. Sathya
IQAC Co-ordinator

S. Sathya
IQAC Advisor

T. Palanisami
Principal

Members Present

- Mrs. S. Sathya, IQAC Advisor
- Dr. R. Sudha Periathai, IQAC Co-ordinator
- Dr. S. Pethanachi Selvam, Associate Professor of Mathematics
- Dr. B. Deepa, Assistant Professor of Botany
- Dr. C. Devi Arockia Vanitha, Assistant Professor of C.Sc
- Dr. B. Siva Priya, Assistant Professor of English
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- Dr. U. Uma Devi, Assistant Professor of Botany
- Dr. A. Mydeen Bibi, Assistant Professor of Mathematics
- Dr. A. Padma Priya, Assistant Professor of English
- Dr. J. Jeeva Priya, Assistant Professor of Commerce

- *S. Sathya*
- *R. Sudha Periathai*
- *S. Pethanachi Selvam*
- *B. Deepa*
- *COA*
- *B. Siva Priya*
- *R. Vijaya Priya*
- *D. Rajamani*
- *K. J. Sunmista*
- *U. Uma Devi*
- *A. Mydeen Bibi*
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- *J. Jeeva Priya*