

### THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), Sivakasi

(Affiliated to Madural 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

# 1QAC MINUTES 2019-2020

S.No.	Date	Details	Page Number
1.	08.07.2018	Seed Money	11
2.	09.03.2020	Research Ethics	33
3.	16.03.2020	Internal Audit - Research	35
	&	Projects & Publications	
	17.03.2020		
4.	18.03.2020	External Audit - Suggestions by	38
		External Experts	



	4.6.19		
, ti	A weekshop wrough Outcome of IGAC and	on "Quality based a conicul coop as per	Enhancement hun" was organ the following
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1	Re-accredited with 'A GRADE' b	RATNAM COLLEGE FOR WO! SIVAKASI. y N.J.4C, College with Potential for ance Cell & Curriculum	e Excellence by UGC
		velopment Cell	
ork	shop on Quality Enhance	ement through Outcome	Based Curriculum
		ate: 04.06.2019	the of Paleontine
	here will be a general meeting	with the Principal regarding Ou	stcome Based Education
10.00	a.m. in the Conference Hall.	The meeting will be followed by	BY II WORKSOND IIS DEL INC.
1 to			
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20000	F	Speakers	Venue
.No.	Name of the Dept.		Venue
No.	Name of the Dept.	Mrs. S. Sathya	
,No.	Name of the Dept. Chemistry Computer Science		Venue
.No. 1, 2.	Name of the Dept.	Mrs. S. Sathya	Venue
.No. 1, 2, 3.	Name of the Dept. Chemistry Computer Science Computer Applications & IT	Mrs. S. Sathya Dr. O. Rajamani	Venue Computer Science Lab
.No. 1, 2, 3, 4,	Name of the Dept. Chemistry Computer Science Computer Applications & IT Mathematics Physics	Mrs. S. Sathya Dr. O. Rajamani Dr. S. Sudha Periathai	Venue
.No. 1, 2. 3. 4, 5.	Name of the Dept. Chemistry Computer Science Computer Applications & IT Mathematics	Mrs. S. Sathya Dr. O. Rajamani	Venue Computer Science Lab
.No. 1, 2, 3, 4,	Name of the Dept. Chemistry Computer Science Computer Applications 8, IT Mathematics Physics Botany Microbiology	Mrs. S. Sathya Dr. O. Rajamani Dr. S. Sudha Periathai	Venue Computer Science Lab
No. 1, 2, 3, 4, 5, 6, 7,	Name of the Dept. Chemistry Computer Science Computer Applications & IT Mathematics Physics Botany	Mrs. S. Sathya Dr. D. Rajamani Dr. R. Sudha Periathal Dr. A. Mydeen Bibi	Venue  Computer Science Lab  Web Lab
.No. 1, 2. 3. 4, 5. 6. 7.	Name of the Dept. Chemistry Computer Science Computer Applications & IT Mathematics Physics Botany Microbiology Nutrition & Dietotics	Mrs. S. Sathya Dr. O. Rajamani  Dr. S. Sudha Periathal Dr. A. Mydeen Bibl	Venue Computer Science Lab
No. 1, 2, 3, 4, 5, 6, 7, 8,	Name of the Dept. Chemistry Computer Science Computer Applications & IT Mathematics Physics Botany Microbiology Nutrition & Dietotics Commerce	Mrs. S. Sathya Dr. D. Rajamani Dr. R. Sudha Periathal Dr. A. Mydeen Bibi	Venue  Computer Science Lab  Web Lab
.No. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10,	Name of the Dept. Chemistry Computer Science Computer Applications & IT Mathematics Physics Botany Microbiology Nutrition & Dietetics Commerce BBA Costume Design & Fashion	Mrs. S. Sathya Dr. D. Rajamani  Dr. R. Sudha Periathai Dr. A. Mydeen Bibi  Dr. C. Devi Arockia Vanitha Dr. K.J. Sunnista	Venue  Computer Science Lab  Web Lab
.No. 1, 2, 3, 4, 5, 6, 7, 8, 9,	Name of the Dept. Chemistry Computer Science Computer Applications & IT Mathematics Physics Botany Microbiology Nutrition & Dietetics Commerce BBA Costume Design & Fashion English	Mrs. S. Sathya Dr. O. Rajamani  Dr. S. Sudha Periathal Dr. A. Mydeen Bibi  Dr. C. Devi Arockia Vanitha Dr. K.J. Sunmista  Dr. B. Deepa	Venue  Computer Science Lab  Web Lab
No. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12,	Name of the Dept. Chemistry Computer Science Computer Applications & IT Mathematics Physics Botany Microbiology Nutrition & Dietetics Commerce BBA Costume Design & Fashion English Tamil	Mrs. S. Sathya Dr. D. Rajamani  Dr. R. Sudha Periathai Dr. A. Mydeen Bibi  Dr. C. Devi Arockia Vanitha Dr. K.J. Sunnista	Venue  Computer Science Lab  Web Lab  New Lab



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

Minutes of the IQAC Meeting held on 10.06.19 at 10.00 a.m. in the IQAC Office

On 10.06.19, the members of the IQAC participated in the preparation of the proposal for RUSA and discussed the following:

- Budget for 2 Crores (i)
- (ii) SWOT Analysis
- (iii) Requirements for Institutional Developmental Plan and submitted the same in online portal.

R. Sudha Periah. **IQAC** Co-ordinator

Principal

#### Members Present

· Dr. T. Palaneeswari, Principal

· Mrs. S. Sathya, IQAC Advisor

· Dr. R. Sudha Periathai, IQAC Co-ordinator

· Dr. B. Deepa, Assistant Professor of Botany

· Dr. C. Devi Arockia Vanitha, Assistant Professor of C.Sc

· Dr. S. Shailaja, Assistant Professor of Chemistry

Dr. K.J. Sunmista, Assistant Professor of Commerce

· Dr. A. Padma Priya, Assistant Professor of English

· Dr. M. Kavitha, Assistant Professor of History

· Dr. S. Pavithra, Assistant Professor of Mathematics



Development Effectiveness Head, Dep University, on the est	astn Jule Jent Jent	ogramme en NA S Kadhir Nent of Prycl on addressed ial qualities teaching pre	the faculty member and characteristics fession. He ansisted on
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Facu	lty D	evelopment Progra	amme
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Married Williams and Control			Time: 10.00 a.m.
Date: 14.06.19	Ves	oue: Conference Hall	Time, roass a.m.
Date: 14.06.19	Vet	AGENDA	1 1100, 10,000 4,111,
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	vee	AGENDA  Dr. R. Sudha Periathai	
Prayer		AGENDA  Dr. R. Sudha Periathai IQAC Co-ordinator, SF Dr. T. Palanceswari	
Prayer Welcome Address	1	AGENDA  Dr. R. Sudha Periathai IQAC Co-ordinator, SF	R College
Prayer Welcome Address Presidential Address	1	AGENDA  Dr. R. Sudha Periathai IQAC Co-ordinator, SF Dr. T. Palanecswari Principal, SFR College Dr. S. Kadhiravan, Professor & Head, Dept. of Psychology,	TR College
Prayer Welcome Address Presidential Address Chief Guest's Address	1	AGENDA  Dr. R. Sudha Periathai IQAC Co-ordinator, SE Dr. T. Palanecswari Principal, SFR College Dr. S. Kadhiravan, Professor & Head, Dept. of Psychology, Periyar University, Sale Dr. M. Kavitha	TR College



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	25.6.19
Mark I	On 25.6.19. I QAC members planned to
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	invite Da R. Despalakehmi, Professor Department
T	of computer science, vellamonal college of
-	Obscience on validating the operational
-	discussion on validating the operational
	quidelines for the implementation of CBE
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le .	IDAC Co-ordinator IDAC Advisor Principal
	IDAC Considerator IDAC Advisor Brincipal
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THE STANDARD FIREWORKS	S RAJARATNAM COLLEGE F QUALITY ASSURANCE CE ing held on 26.06.19 at 2.00 j	LL (IQAC)
	ng for validating the opera-	
implementation of OBE was o	rganised by IQAC and CDDC.	
Dr. R. Deepalakshmi, Pr College of Engineering as implementation of OBE.	ofessor, Department of Com and Technology shared her vice	puter Science, Vellammal ws and ideas regarding the
R. Suella Rank	IQAC Advisor	7-Polonesson Principal
Members Present		
• Dr. T. Palaneeswari, Princip	al	· T-Polavero mi
Mrs. S. Sathya, IQAC Advis		- No Thy
Dr. R. Sudha Periathai, IQA		- R. Swille Geralin.
Mrs. E. Ponnsalar, Controlle		. E.Ponmalar
Dr. B. Deepa, Assistant Pro		-3.92
Dr. C. Devi Arockia Vanith		- CRAU
Mrs. R. Vijaya Priya, Assis		- 3. Ph -
Dr. K.J. Sunmista, Assistan		- K I furmisk
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IDAC condina	to Doan, c	DDC Principal



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#### Internal Quality Assurance Cell

The members of IQAC met on 03.07.2019 and discussed about the process and the administrative system to ensure the attainment of PEOs of all Programmes and it is resolved to have a Academic Attainment Committee to monitor the academic attainment of the programmes of our college and it is constituted with the following members.

- 1. Mrs. B. Theresita Mary Shanthi, Associate Professor of Computer Science
- 2. Mrs. E. Ponmalar, Associate Professor of Computer Science
- 3. Dr. (Mrs.)S. Shailaja, Assistant Professor of Chemistry
- 4. Dr. (Mrs.)A. Bamini, Assistant Professor of Computer Applications
- 5. Mrs. M. Sathya, Assistant Professor of English
- 6. Mrs. N. Akila, Assistant Professor of Mathematics

#### Functions of Academic Attainment Committee:

- Monitors the attainment of PO and PEOs.
- Evaluates program effectiveness and proposes necessary changes.
- Prepares periodic reports records on programme activities, progress, status or to other special reports for management of key stake holders.
- Interact with students, faculty and heads of departments and other stake holders in facilitating PEO's.
- Analyses results of Particular course and recommends the Head of the Department to take appropriate action.
- Liaise with students, faculty, program coordinator and Head of the Department to determine priorities and policies.
- Meets at least once in 3 months with IQAC to review the program and submits report.

It is also resolved to constitute **Programme Assessment Committee** at the department level with head of the department and a senior faculty to monitor and review the activities of each year in a Programme independently with course coordinators.

#### Functions of Programme Assessment Committee:

- Schedules the work plan of each Programme in accordance with specifications of PEOs and POs.
- Oversees daily operation and coordinates activities of programme with appropriate policies, procedures and specifications given by HOD.
- Coordinates and supervises the department faculty teaching the particular course in a semester.
- Responsible for assessment of the Course Outcomes.
- Recommend and facilitate workshops, faculty development programs, meetings or conferences to meet the Course Outcomes.
- Collects the CO Attainments from the Course teachers, identifies curricular gap in each
  course and recommends to conduct co-curricular activities.
- Consolidates the CO attainment of the respective year along with curricular gaps reported by course coordinators and submit to Academic Attainment Committee.

R. Sudla Porth.

IQAC Advisor

Principal



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# Members Present: Mrs. S. Sathya, IQAC Advisor A Thy · Dr. R. Sudha Periathai, IQAC Co-ordinator · Mrs. B. Theresita Mary Shanthi, Associate Professor of C.Sc · EPourale · Mrs. E. Ponmalar, Associate Professor of C.Sc - P-Stella ant again Dr. P. Stella Muthu Rajam, Associate Professor of Economics · & Petkannihi Selvan 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 - B. Viva Pry · Dr. B. Siva Priya, Assistant Professor of English · Mrs. R. Vijaya Priya, Assistant Professor of Tamil . Dr. S. Shailaja, Assistant Professor of Chemistry . 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. Mydeen Bibi, Assistant Professor of Mathematics



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R. Sudh Perah.

IQAC Advisor

Principal



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#### Members Present:

. Dr. R. Sudha Periathai, IQAC Co-ordinator

Mrs. B. Theresita Mary Shanthi, Associate Professor of C.Sc

. Mrs. E. Ponmalar, Associate Professor of C.Sc

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. S. Shailaja, Assistant Professor of Chemistry

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. Mydeen Bibi, Assistant Professor of Mathematics

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	ing with IQAC Members on 19.09,1 IQAC Room	9 at 2.30 p.m. in the
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NAAC Rescereditation 4	s had a meeting on 19.09,19 and discussed Ovele	d the SSR Preparation for
Agenda		
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	dences as hard copy for the data given by	the departments.
R. Sudle Prior	La-Thya	201
IQAC Co-ordinator	IQAC Advisor	Principal
Members Present		- racipai
Mrs. S. Sathya, IQAC Advi	sor & Associate Professor of C.Sc	
* Dr. R. Sudha Periathai, IOA	C Co-ordinator & Asst. Prof. of Physics	· Withy.
. Dr. P. Stella Muthu Rajam,	Associate Professor of Economics	
. Dr. S. Pethanachi Selvam, A	Associate Professor of Mathematics	- Pestella - A Aggar
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<ul> <li>Dr. B. Deepa, Assistant Prof.</li> </ul>	essor of Botany	-VIII-
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* Dr. B. Siva Priya, Assistant I	rofessor of English	COAL
<ul> <li>Mrs. R. Vijaya Priya, Assista</li> </ul>	nt Professor of Tamil	B. Sive linge
<ul> <li>Dr. S. Shaifaja, Assistant Pro-</li> </ul>	fessor of Chemistry	- Rungappan
<ul> <li>Dr. U. Uma Devi, Assistant P</li> </ul>	rofessor of Botany	Sill H
<ul> <li>Dr. A. Mydeen Bibi, Assistan</li> </ul>	t Professor of Mathematics	A No.
<ul> <li>Dr. D. Rajamani, Assistant Pre</li> </ul>	ofessor of Chemistry	- Dr. Kalumani
<ul> <li>Dr. K.J. Sunmista, Assistant P</li> </ul>	rofessor of Commerce	- k J. minist
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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 19.09.19 at 2.30 p.m. in the IQAC Room

The IQAC members had a meeting on 19.09.19 and discussed the SSR Preparation for NAAC Reaccreditation 4<sup>th</sup> Cycle.

#### Agenda

- SSR Preparation
- Alumnae Association Registration
- Academic Audit
- Green Audit
- Energy Audit

#### Suggestions

- To prepare criterion wise data collection format based on Data Templates and Standard Operating Procedures as prescribed by NAAC.
- To collect evidences as hard copy for the data given by the departments.

R. Sucha Berian

IQAC Advisor

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
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- · Dr. D. Rajamani, Assistant Professor of Chemistry
- · Dr. K.J. Sunmista, Assistant Professor of Commerce
- · Dr. A. Amutha, Assistant Professor of Physics

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21.09.19 - Time: 2.30pm - 430pm. I O.A.c along with Academic Affair Cell and college Website Cell organized Faculty Development Programme on Joseph Education in the Conference hall. Dr. Thaber Principal welcomed the gathering Dr Devi Afrechia Vanitha, Dean of Academic Affairs the Chief Quest, DA. S. Petchuman Angayaskanni, Associate Professor, Dept. Computer Science Lady Doa't College Hadusa The Riseurce Person elaborated hel idoes and focused on the simpertance of Google for Education Dr. R. Sudha Periathai, I BAC Co. Hdinator moposed the Vote of Thanks IRAC members had a meeting on 5.1019 to carry but the following: \* Data format should not be changed \* Data to be collected with evidence. \* Meeting to be convened for Criterianione staff-in-charge of the department regarding data collection Details to be collected for placement from UG batch 2016 - 2019 and PG batch 2017 2019 and for Higher Studies 2018-2019 bate 2-12.19 IRAC members planned to collect data from departments before Journary 6, 2020. Geotagged photos with students should be submitted for classes taken using ICT facil 13. 12.19 The schedule of the Niterion-wise



19.12.19 \$ 2.30_8.30 Hall II, V	19.12 19 1.30-3.30 Conference 20.12.19 2.30-3.30 Hall I, II, VI, VII  19.12. 19 4 20.12.19  Discussion on Criterian wire data Collection:  THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.  Internal Quality Assurance Cell	9.12 19 1-30-3-30 Conference Hall II, VI, VII  9.12.19 2.30-8-30 Hall II, VI  9.12.19 4 20.12.19  Discussion on Criterian wise data Collection:  THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.  Internal Quality Assurance Cell  NAAC Reaccreditation - 4th Cycle - SSR Preparation  CIRCULAR - 17.12.2019  All the HODs along with the staff-in-charge of the respective Criterion are asked to	9.12 19 1-30-3-30 Conference 12.19 2.30-3.30 Full II, VI, VII  9.12.19 2.30-3.30 Full II, VI, VIII  9.12.19 4 20.12.19  Discussion on Criterian wise data Collection:  THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.  Internal Quality Assurance Cell  NAAC Reaccreditation - 4th Cycle - SSR Preparation  CIRCULAR - 17.12.2019  All the HODs along with the staff-in-charge of the respective Criterion are asked to	9.12.19 1.430-3.30 Conference 12.19 2.30-8.30 Hell II, VI, VII  9.12.19 2.30-8.30 Hell II, VI  9.12.19 4 20.12.19  Discussion on Criterion wise data Collection:  THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.  Internal Quality Assurance Cell  NAAC Reaccreditation - 4th Cycle - SSR Preparation  CIRCULAR - 17.12.2019  All the HODs along with the staff-in-charge of the respective Criterion are asked to	9.12 19 1-30-3-30 Conference HAW  9.12 19 2.30-8-30 HAW  9.12 19 4 20.12.19  Discussion on Criterian wise data Collection  THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN, SIVAKASI.  Internal Quality Assurance Cell  NAAC Reaccreditation - 4th Cycle - SSR Preparation  CIRCULAR - 17.12.2019
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Co-ordinator Advisor Frincipal	attend the meeting regarding Criterion-wise data collection as per the following schedule:    Date   Time   Criteria   Venue	19.12.19 2.30 – 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 – 3.30 p.m. Criterion: II & V Conference Hall	19.12.19 2.30 – 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 – 3.30 p.m. Criterion: II & V Conference Hall	19.12.19 1.30 - 2.30 p.m. Criterion: I & VI Conference Hall 19.12.19 2.30 - 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: II & V Conference Hall	19.12.19   1.30 - 2.30 p.m.   Criterion: I & VI   Conference Hall   19.12.19   2.30 - 3.30 p.m.   Criterion: III & VII   Conference Hall   20.12.19   2.30 - 3.30 p.m.   Criterion: II & V   Conference Hall
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	attend the meeting regarding Criterion-wise data collection as per the following schedule    Date   Time   Criteria   Venue     19.12.19   1.30 - 2.30 p.m.   Criterion: I & VI   Conference Hall     19.12.19   2.30 - 3.30 p.m.   Criterion: II & VII   Conference Hall     20.12.19   2.30 - 3.30 p.m.   Criterion: II & V   Conference Hall     20.12.19   2.30 - 3.30 p.m.   Criterion: II & V   Conference Hall	19.12.19 2.30 - 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: II & V Conference Hall  f Suche Person  Co-ordinator Advisor Frincipal	19.12.19 2.30 - 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: II & V Conference Hall  F. Suella Arab.  Co-ordinator Advisor Frincipal	19.12.19 1.30 - 2.30 p.m. Criterion: I & VI Conference Hall 19.12.19 2.30 - 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: II & V Conference Hall  F Surface Acade  Co-ordinator Advisor Frincipal	19.12.19 1.30 - 2.30 p.m. Criterion: I & VI Conference Hall 19.12.19 2.30 - 3.30 p.m. Criterion: III & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: II & V Conference Hall  F duelles Acade  Co-ordinator Advisor Principal
Co-ordinator Advisor Principal	Date Time Criterion Wise data collection as per the following schedule:    Date Time Criteria Venue	19.12.19 2.30 - 3.30 p.m. Criterion: III & VII Conference Hall	19.12.19 2.30 - 3.30 p.m. Criterion: III & VII Conference Hall	19.12.19         1.30 - 2.30 p.m.         Criterion: H & VI         Conference Hall           19.12.19         2.30 - 3.30 p.m.         Criterion: H & VII         Conference Hall	19.12.19         1.30 – 2.30 p.m.         Criterion: I & VI         Conference Hall           19.12.19         2.30 – 3.30 p.m.         Criterion: III & VII         Conference Hall
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	attend the meeting regarding Criterion-wise data collection as per the following schedule:    Date   Time   Criteria   Venue	19.12.19 2.30 - 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: II & V Conference Hall  F Suelba Paraba: Valley Parabase T. Palaurase	19.12.19 2.30 - 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: II & V Conference Hall  F Sucha Araba: Valley Parameters	19.12.19 1.30 - 2.30 p.m. Criterion: I & VI Conference Hall 19.12.19 2.30 - 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: II & V Conference Hall	19.12.19   1.30 - 2.30 p.m.   Criterion: I & VI   Conference Hall     19.12.19   2.30 - 3.30 p.m.   Criterion: III & VII   Conference Hall     20.12.19   2.30 - 3.30 p.m.   Criterion: I' & V   Conference Hall
	### Date Time Criteria Venue    19.12.19   1.30 - 2.30 p.m.   Criterian: I & VII   Conference Hall	19.12.19 2.30 - 3.36 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: II & V Conference Hall  F duelle Person	19.12.19 2.30 - 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: II & V Conference Hall  F Sucha Araba: Valley Parameters	19.12.19 1.30 - 2.30 p.m. Criterion: I & VI Conference Hall 19.12.19 2.30 - 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: II & V Conference Hall	19.12.19   1.30 - 2.30 p.m.   Criterion: I & VI   Conference Hall     19.12.19   2.30 - 3.30 p.m.   Criterion: III & VII   Conference Hall     20.12.19   2.30 - 3.30 p.m.   Criterion: I' & V   Conference Hall
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Usa Hage	Date Time Criteria Venue  19.12.19 1.30 - 2.30 p.m. Criterion: II & VII Conference Hall  19.12.19 2.30 - 3.30 p.m. Criterion: III & VII Conference Hall	19.12.19 2.30 - 3.30 p.m. Criterion: III & VII Conference Hall	19.12.19 2.30 - 3.30 p.m. Criterion: III & VII Conference Hall	19.12.19 1.30 – 2.30 p.m. Criterion: I & VI Conference Hall 19.12.19 2.30 – 3.30 p.m. Criterion: III & VII Conference Hall	19.12.19         1.30 – 2.30 p.m.         Criterion: I & VI         Conference Hall           19.12.19         2.30 – 3.30 p.m.         Criterion: III & VII         Conference Hall
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I bush know talky Thomas	Date Time Criterian Venue			19.12.19 1.30 – 2.30 p.m. Criterion: I & VI Conference Hall	19.12.19 1.30 – 2.30 p.m. Criterian: I & VI Conference Hall
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Date   Time   Criteria   Venue	All the MODE plans with the staffing shows of the second of Columbia and A. A.			attend the meeting regarding Criterion-wise data collection as per the following schedule	
Date   Time   Criteria   Venue	All the MODe plane with the stafflinghouse of the suspention Criterion are about to	The second secon	The state of the s	attend the meeting recording Criterion-wise data collection as per the following schedule	
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Date   Time   Criteria   Venue	All the HODs alone with the staff-in-charge of the respective Criterion are solved to			attend the meeting regarding Criterion-wise data collection as per the following schedule	
Date   Time   Criteria   Venue	All the HODs alone with the staff-in-change of the respective Criterion are solved to		The state of the s	attend the meeting regarding Criterion-wise data collection as ner the following schedule	
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Date   Time   Criteria   Venue	All the HODs along with the staff-in-charge of the respective Criterion are asked to			attend the meeting regarding Criterion-wise data collection as per the following schedule	
19.12.19   1.30 - 2.30 p.m.   Criterion: I & VI   Conference Hall   19.12.19   2.30 - 3.30 p.m.   Criterion: II & VII   Conference Hall   20.12.19   2.30 - 3.30 p.m.   Criterion: II & V   Conference Hall	All the HODs along with the staff-in-charge of the respective Criterion are asked to			attend the meeting regarding Criterion-wise data collection as per the following schedule:	attend the meeting regarding Criterion-wise data collection as per the following schedule
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19.12.19 1.30 - 2.30 p.m. Criterion: I & VI Conference Hall 19.12.19 2.30 - 3.30 p.m. Criterion: II & VII Conference Hall 20.12.19 2.30 - 3.30 p.m. Criterion: I & V Conference Hall	All the HODs along with the staff-in-charge of the respective Criterion are asked to			attend the meeting regarding Criterion-wise data collection as per the following schedule	attend the meeting regarding Criterion-wise data collection as per the following schedule:
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	20Ac members discussed the revised NAAC Institution Accereditation Manual for SSR and revised the data format accordingly
	24.1. 2020 1 25.1. 2020  The Criterion - in Charge faculty members of all the department met the IRAC members and clarified their doubts as per the following schedule at the Dean's office and IRAC office.
	24. 1. 2020  2. 00p. m _ 2.30p. m - Cailerion I  2. 30p. m _ 3.00p. m - Cailerion II  3.00p. m _ 3.30p. m - Cailerion III  25. 1. 2020
	2.15p.m - 2.45p.m - Caterion - V 2.15p.m - 2.45p.m - Caterion VI 2.45p.m - 3.30p.m - Caterion VII



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### THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI.

(Affiliated to Madurai Kamaraj University, Re-accredited with "A" Grade by NAAC, College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)

#### Internal Quality Assurance Cell

Date: 02.01.2020 Time: 1.45 p.m. Venue: IQAC Room

Agenda: To discuss the revised manual for SSR preparation.

#### Minutes of the Internal Quality Assurance Cell meeting held on 02.01.2020

IQAC members discussed the revised NAAC Institutional Accreditation Manual, December 2019 for SSR preparation and revised the data format accordingly.

R Sudhe Peria Hai

**IQAC Co-ordinator** 

IQAC Advisor

1. Polaneeous Principal

#### Members Present:

S.No.	Members	e - Signature
I.	Dr. T. Palaneeswari, Principal	T. Palanesson
2.	Mrs. S. Sathya, IQAC Advisor	Sotia
3.	Dr. R. Sudha Periathai, IQAC Co-ordinator	R Sudho Periothai
4.	Dr. P. Stella Muthurajam, Associate Professor of Economics	P. Stella - It nagam
5.	Dr. S. Pethanachi Selvam, Associate Professor of Mathematics	& Pethonach Selvam
6.	Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science	age and the
7.	Dr. B. Deepa, Assistant Professor of Botany	s. On- Canadam
8.	Dr. B. Siva Priya, Assistant Professor of English	B. Sura Dinga
9.	Mrs. V. Ramya, Assistant Professor of History	APT



S.No.	Members	e - Signature
10.	Mrs. R. Vijayapriya, Assistant Professor of Tamil	P. Vypy-Pine
11.	Dr. S. Shailaja, Assistant Professor of Chemistry	S. Stalony
12.	Dr. U. Uma Devi, Assistant Professor of Botany	Mu H
13.	Dr. A. Mydeen Bibi, Assistant Professor of Mathematics	A. Mychamid.
14.	Dr. D. Rajamani, Assistant Professor of Chemistry	D. Rajimani
15.	Dr. K.J. Sunmista, Assistant Professor of Commerce	K.J. Sumb
16.	Dr. A. Amutha, Assistant Professor of Physics	sA schmille



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### THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI.

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### Internal Quality Assurance Cell

Date: 03.01.2020 Time: 2.30 p.m. Venue: IQAC Room

Agenda: Constitution of UGC PARAMARSH scheme Standing Committee

#### Minutes of the Internal Quality Assurance Cell Meeting held on 03.01.2020

- Under UGC PARAMARSH scheme for mentoring NAAC Accreditation Aspirant Institutions, an approval letter stating the release of an amount of Rs.15,00,000 as first installment for the year 2019-2020 was received on 3.1.2020.
- It was decided to form a Standing Committee with the following members:

Dr. T. Palaneeswari - Chair Person

Dr. K. Rajeswari - Accreditation Ambassador

Mrs. S. Sathya - IQAC Advisor

Dr. R. Sudha Periathai - IQAC Co-ordinator

#### External Members:

- Dr. K. Balakrishnan, Professor, Madurai Kamarai University, Madurai.
- 2. Dr. V. Venkataraman, Principal, Rajapalayam Rajus' College, Rajapalayam
- Mrs. G. Sathyabama, Former Associate Professor of Geography, S.F.R.College for Women, Sivakasi.

#### Members:

- 1. Dr. P. Stella Muthurajam, Associate Professor of Economics
- Dr. S. Pethanachi Selvam, Associate Professor of Mathematics
- 3. Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science
- 4. Dr. B. Deepa, Assistant Professor of Botany
- Dr. B. Siva Priya, Assistant Professor of English
- Mrs. V. Ramya, Assistant Professor of History
- Mrs. R. Vijayapriya, Assistant Professor of Tamil
- 8. Dr. S. Shailaja, Assistant Professor of Chemistry
- Dr. U. Uma Devi, Assistant Professor of Botany
- 10. Dr. A. Mydeen Beevi, Assistant Professor of Mathematics
- 11. Dr. D. Rajamani, Assistant Professor of Chemistry
- 12. Dr. K.J. Sunmista, Assistant Professor of Commerce
- 13. Dr. A. Amutha, Assistant Professor of Physics

R Ludha Periothai

IQAC Co-ordinator I

IQAC Advisor

J- Palaneinei

Principal



S.No.	Members	e - Signature
1.	Dr. T. Palaneeswari, Principal	7. Polemerai
2.	Mrs. S. Sathya, IQAC Advisor	Sottopa
3.	Dr. R. Sudha Periathai, IQAC Co-ordinator	R Lucko Periathai
4.	Dr. P. Stella Muthurajam, Associate Professor of Economics	P. Stella mile majam
5.	Dr. S. Pethanachi Selvam, Associate Professor of Mathematics	& Pethanach Selvam
6.	Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science	Tank II
7.	Dr. B. Deepa, Assistant Professor of Botany	3. Ph- (3. DEEPA)
8.	Dr. B. Siva Priya, Assistant Professor of English	B Siva Priya
9.	Mrs. V. Ramya, Assistant Professor of History	TAT-
10.	Mrs. R. Vijayapriya, Assistant Professor of Tamil	R Virgaya Ben-
11.	Dr. S. Shailaja, Assistant Professor of Chemistry	S. Starley
12.	Dr. U. Uma Devi, Assistant Professor of Botany	mu H
13.	Dr. A. Mydeen Bibi, Assistant Professor of Mathematics	A. Mychameth.
14.	Dr. D. Rajamani, Assistant Professor of Chemistry	D. Rajimani
15.	Dr. K.J. Sunmista, Assistant Professor of Commerce	K. J. Sumit
16.	Dr. A. Amutha, Assistant Professor of Physics	A Smalls



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### THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI.

(Affiliated to Madurai Kamaraj University, Re-accredited with "A" Grade by NAAC, College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)

### Internal Quality Assurance Cell

Date: 20.01.2020 Venue: IQAC Room

#### Agenda:

- · Plan for Mentorship programme
- · Orientation Programme for Mentee Institutions

#### Minutes of the Internal Quality Assurance Cell Meeting held on 03.01.2020

- The committee members discussed the plan to visit the Mentee institutions.
- It was decided to conduct a Orientation Programme for mentee institutions on "NAAC Accreditation Process and Criterionwise Data Analysis" along with Dr. K. Rajeswari, Accreditation Ambassador.

R Ludha Periathai

**IQAC Co-ordinator** 

IQAC Advisor

Principal

J-Palaneesi

#### Members Present:

S.No.	Members	e - Signature
1.	Dr. T. Palaneeswari, Principal	T. Palanesuis
2.	Mrs. S. Sathya, IQAC Advisor	Sattiga
3.	Dr. R. Sudha Periathai, IQAC Co-ordinator	R Sudho Periathai
4.	Dr. P. Stella Muthurajam, Associate Professor of Economics	P. Stella - It Ayam
5.	Dr. S. Pethanachi Selvam, Associate Professor of Mathematics	& Pethanach Seleam
6.	Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science	SALL D
7.	Dr. B. Deepa, Assistant Professor of Botany	S. A. Ca. DERFO



S.No.	Members	e - Signature
8.	Dr. B. Siva Priya, Assistant Professor of English	B. Siva Priya
9.	Mrs. V. Ramya, Assistant Professor of History	AT
10.	Mrs. R. Vijayapriya, Assistant Professor of Tamil	R Vingaya Pore
11.	Dr. S. Shailaja, Assistant Professor of Chemistry	S. Staley
12.	Dr. U. Uma Devi, Assistant Professor of Botany	an ex
13.	Dr. A. Mydeen Bibi, Assistant Professor of Mathematics	A. Nyelameth.
14.	Dr. D. Rajamani, Assistant Professor of Chemistry	D. Rajimani
15.	Dr. K.J. Sunmista, Assistant Professor of Commerce	K.J. Sunint
16.	Dr. A. Amutha, Assistant Professor of Physics	A - Amulha



The critarion in charge faculty members of all the departments net to 70K members and clarified their doubt as per the following schedule at the Cear's office and I RAC Office.  24.1.2020  2.00pm. 2.30pm. Criterion - II  2.80pm. 3.30pm. Criterion - III  2.51.2020  1.80pm. 2.15pm. Criterion - IV  2.15pm. 2.45pm. Criterion - IV  2.15pm. 2.45pm. Criterion - IV  2.15pm. 2.30pm. Criterion - IV  2.15pm. 2.45pm. Crite	311-1
	The criterion in charge faculty members of all the departments met to TRAC members and clarified their doubt as per the following schedule at the Dear's office and I RAC Office.  24. 1. 2020  2 Dopm. 2.30pm. Criterion - II  2.80pm. 3.30pm. Criterion - III  25. 1.2020  1.80pm. 2.15pm. Criterion - III  25. 1.2020  1.80pm. 2.15pm. Criterion - V  2.15pm. 2.45pm. Criterion - VII  27. 1.2020  A Support Staff Development Programme was examised by I DAC to the Support Staff members on 27. 1.2020 at 2.30pm in the Web Lab DR. P. Kasuppasamy Library and Information Resource Centre was the Resource Person He conducted a Northerno on "Urage of Fixel", 48 support



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

#### Support Staff Development Programme

Programme : Workshop on "Usage of Excel"

Date and time : 27.01.2020, 3.30 p.m

Venue : Web Lab

Resource Person : Dr. P. Karuppasamy, Library & Information Resource Centre

#### Members Present

S.No.	Name	Signature
1.	K. Annapochani	K.Annapeonani
2.	S. Lingarmal	Shigal
3.	M. MURUGES WARI	H.H. wrugeswan
4.	M. Brindha	M. Brich:
5.	Tkavilha	7-lawits
6.	M-BANU	M. Bau
7.	B PORKODI	P.P.Ld.
8.	S. Ramath lagan	3-Ramattilage
9.	K.R. Seemivesan	Aver 1
10.	P. KARUTHAMUTHO	P. K. mulk_
11.	A.R. ESARATH KUMAR.	A.R. Cam thering
12.	Q. alelvakumari	S. Seel -
13.	C. PADMA JOTHI.	ca &
14.	G. YOGAPREYA	G1. you again.
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16.	S. MAHALAKSHMI	3 mahalassi
17.	51. MOTHUMARI	G. Nathan
18.	P. PETCHIAMMAL	P. Petal
19.	R. Teyalakshi	P. Turalakela.
20.	M. Gurwen Eswayi	100 Gens
21.	A. Manitendar	J. Mair
22.	M. Kamatchi	M. Kamatch



S.No.	Name	Signature
23.	K. Muneesware	K. Muneeswan
24.	5 Shavashi	S. Bharealle
25.	K. Pozkodi	K. Relbeti
26.	C. Remalekshing	C-Remalekshmi
27,	K. Amubha	k. Amubl
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42.	A. Santh.	Seut.
43.	J. Jansi Ram	J. Jansi Pari
44.	R.Parithra	Parithre
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### THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI.

(Affiliated to Madurai Kamaraj University, Re-accredited with "A" Grade by NAAC, College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)

Internal Quality Assurance Cell

### 

Date: 31.01.2020

Venue: IQAC Room

Agenda:

To prepare a budget under various items to be utilized under UGC Paramarsh scheme.

#### Minutes of the Internal Quality Assurance Cell meeting held on 31.01.2020

Two of our IQAC members, Dr. B. Deepa, Assistant Professor of Botany and Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science were appointed as finance committee members. Based on the amount allocated under various items by UGC under PARAMARSH scheme, a budget was proposed to utilize the fund as per the UGC guidelines for TA/DA dated 8<sup>th</sup> January 2018.

Name of the Item	Amount
Fellowship for Ambassador	Rs.31,000/-per month
Workshop (sitting fee)	Principal - Rs.2000 IQAC Members/Others - Rs.1500
TA	Rs.1200 No TA for Local (<20 Km.) For >20Km, Rs. 20/Km
DA	Principal/ Associate Prof Rs.1200 IQAC Members/Others - Rs.800
Honorarium to Experts	Rs.1000/-session
Honorarium to Director	Rs.8000/-month
Engagement of Project staff (3)	Rs.8333/-month (3000+3000+2333)

R Ludha Peria Hai

**IOAC Co-ordinator** 

IOAC Advisor

Principal

J. Valencion



(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.	Members	e - Signature
1.	Dr. T. Palaneeswari, Principal	7. Palanesi
2.	Mrs. S. Sathya, IQAC Advisor	Satterpa
3.	Dr. R. Sudha Periathai, IQAC Co-ordinator	R Sudha Peria Hai
4.	Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science	
5.	Dr. B. Deepa, Assistant Professor of Botany	
6.	Mrs. K. Muneeswari, Lab Assistant	K. Humeeswar
7.	Mrs. M. Murugeswari, Junior Assistant MH. Wungesw	



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### THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI.

(Affiliated to Madurai Kamaraj University, Re-accredited with "A" Grade by NAAC, College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)

### Internal Quality Assurance Cell

Date: 03.02.2020 Venue: IQAC Room

#### Agenda:

- · Plan for conducting a meeting for Mentee institutions.
- · To pay a visit to the Mentee institutions.

#### Minutes of the Internal Quality Assurance Cell Meeting held on 03.02.2020

- Planned to conduct a meeting on "NAAC Accreditation Framework and Criterionwise Data Analysis" under UGC Paramarsh for Mentoring NAAC Accreditation Aspirant Institutions on 10.2.2020 at 10.00 a.m. in the Virtual lab.
- IQAC members prepared a data format for all the criteria to collect the institutional status
  of the Mentee institutions.
- Discussed the programme schedule for the meeting.
- Duties were allotted to the IQAC members.
- Under UGC PARAMARSH, it was also decided to conduct meetings by the IQAC members and the PARAMARSH scheme Ambassador on the topic, "Orientation on Accreditation Process" to the Mentee institutions as per the following schedule:

Date	Name of the Institution	Resource Person (IQAC members)
14.02.2020	Madurai Kamaraj University Constituent Model Arts and Science College, Thirumangalam.	Dr. K. Rajeswari, Accredidation Ambassador Mrs. S. Sathya, IQAC Advisor Dr. R. Sudha Periathai, IQAC Co-ordinator
26.02.2020	Madurai Kamaraj University Constituent College, Vedachendur.	Dr. K. Rajeswari, Accredidation Ambassador Dr. B. Siva Priya, Assistant Professor of English Dr. D. Rajamani, Assistant Professor of Chemistry
28.02.2020	Pannaikadu Veerammal Paramasivam College, Dindigul.	Dr. K. Rajeswari, Accredidation Ambassador Dr. K.J. Sunmista, Assistant Professor of Commerce Dr. S. Shailaja, Assistant Professor of Chemistry Dr. A Amutha, Assistant Professor of Physics
07.03.2020	S.M.S.College of Arts and Science, Sivakasi.	Dr. K. Rajeswari, Accredidation Ambassador Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science Dr. A. Mydeen Beevi, Assistant Professor of Mathematics

IQAC Advisor

7. Paleweeser



(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.	Members	e - Signature
1.	Dr. T. Palaneeswari, Principal	7. Palaneesui
2.	Mrs. S. Sathya, IQAC Advisor	Sattaja
3.	Dr. P. Stella Muthurajam, Associate Professor of Economics	P. Stella mile ragam
4.	Dr. S. Pethanachi Selvam, Associate Professor of Mathematics	& Pethanachi Selvam
5.	Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science	ean't the
6.	Dr. B. Deepa, Assistant Professor of Botany	3. DEEPA
7.	Dr. B. Siva Priya, Assistant Professor of English	B. Siva Priya
8.	Mrs. V. Ramya, Assistant Professor of History	AT
9.	Mrs. R. Vijayapriya, Assistant Professor of Tamil	R Virganja Para-
10.	Dr. S. Shailaja, Assistant Professor of Chemistry	S. Sharlang
11.	Dr. U. Uma Devi, Assistant Professor of Botany	alu H
12.	Dr. A. Mydeen Bibi, Assistant Professor of Mathematics	A. Nyelandir.
13.	Dr. D. Rajamani, Assistant Professor of Chemistry	D Rajimani
14.	Dr. K.J. Sunmista, Assistant Professor of Commerce	K. J. Sumint
15.	Dr. A. Amutha, Assistant Professor of Physics	A salmatha



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

#### Support Staff Development Programme

Programme : Workshop on "KEEP GO; KEEP GROW"

Date and time : 12.02.2020, 2.00 p.m

Venue : Conference Hall

Resource Person : Mr. Somnath Babu, M.Sc (Psy), MBA, Director-Operations,

Shree Mediks, Sivakasi.

#### Members Present

S.No.	Name	Signature
1.	M. Kamatchi	14-Jamesteli
2.	A. Santhe	den 4.
3.	M.M. wrugeswani	H. Hurugeswan
4.	S. Lingamal	ahgal
5.	K. Munees wan	K. Muneeswai
6.	S. Bhavani	5. Bhavani
7.	S. Ramathi lagan	S. Romathileye
8.	H. Bany Pring.	M. Bam Psy
9.	5. Bharathi	S. Bharalle
10.	K. Porkodi	K. Poskdi
11.	M. Helansaradha	M. Welau
12.	A. Mana Bilin	S-lling
13.	N. Maheswari	N. Mahmi
14.	R. Jeyalakshmi	R-Juyalakshini
15.	M. Gurun Eswaii	Ol aus
16.	5 selvame ena	Jan. O
17.	M. Banu	M.Ben
18.	10. Laleshmi	n Cej
19.	K. Jewschilfra	kJall-
20.	M. Brindla	M. Rail
21.	R. Haragathan	R. Hay



S.No.	Name	Signature
22.	K Rama Paringa	K. Rama
23.	m. mutherakspini	m. midhut kshi
24.	N. Thansara selvi	N. Thamasa Sel
25.	G1 Patchyjammal	G. Rot
26.	K. SHANTHI	NOR:
27.	R. Muthu Pandeeswasii	R. Smulanesi
28.	T. Kavitha	T. Kanik
29.	K. Annapeonani	K-Annapennani
30.	T. Dand.	7. gard.
31.	R.KUMAREJAN	R. D.
32.	P. KARUPPASAMY	Oly.
33.	P Sentris Kemas.	P. Sentia 1 Lay
34.	C. Chardramphan	Coh
35.	H. SELVEENT	M. Solvery.
36.	N. KACIRAJAN	a- hyr
37.	B. Skarmaga ville	B.S. 6
38.	K. Kannet	K.K
39.	H. Sola	He
40.	T. Palaniammal	T.
41.	Chopi	CGON
42.	A. Mahash Anuje	Ans
43.	B. Selvakumari	B. S.1
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45.	Jo Jansi Raui	11000
46.	R. Panthea	Parithe
47.	S. Kalai selvi	Sikala Selvi
48.	M. Granlak Shmi	M. Grenalaf Hni
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51.	M. Poorani	M. Penigat
52.	K NACHIAMMORL	Kingl &



No. Name	Signature
3. M. Spownikala	M. Showipale
4. N. Maries Jani	N. Maningsulani
5. K. Murugesware	K- Murugeswari
66. G SARAVANAN.	gly
17. V Kartheemera	V-W
58. A. Manifendon	K. Mari.
59. S. Sreezan gansin	SE-AC
50. J Sentul leurs	196
61. M. Teyanti	M. Teylt
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3. M. Annalah shmi	M.AI
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R.G. Raja	Rg
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B. Pontadi	P & had
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	10-2-2020
	A meeting was arranged for the mentee
	institutions lunder UGC Paramarsh scheme on
	NAAC Accreditation framework and Criterionine
1	Oata Analysis on 10.2. 2000 faculty members
	from Mentee institutions participated in the
	meeting.
	0
9	12.2.2020
10	I are organised a workshop on " keep Ga,
	keep Grow for the support staff on 12 2 2000
	at 2 sopm in the conference Hall
	At 2 sopm In the Conference Hall. Hr. Somnath Babu, H. & (Psy), H.B.A. Director
	Docations Show Medite Simple une the
	Alsource person. 69 support staff members
	participated in the programmel.
2	L4. 2.2020
	A faculty Development Programme. Inientation on "NAAC Reaccreditation Boxes"
- 0	Drientation on "NAAC Reaccreditation Brocess"
- 1	was arranged in 2 batches for the laculty
9	nembers. 165 faculty members participated
-	in the programme.
	· V
- 0	3 2020 -
0	TBAC and Research cell organised a
100	sculty Development Peogramme on 9.8.2020 at
0	onference Hall. Dr. L. Adha, Librarian,
-14	hiagaraja Engineering Collège Madurai addlessed the faculty members on the topic Research Ethice". Mes Comathi Padma Thilaga,
17 1	Carried the faculty members on the topic
0	that con lot I lead of I had itself
1	atent Concultant Regd. Patent Agent, Nomen
- 23	Solvered a ladre on to take a LID + 1
1	Richtet - C KIKAN IPR DCT) Taupathi delivered a lecture on the topic Intellectual Property Right - 165 faculty members
	participated in led programme
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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 and Mentor Institution under UGC Paramarsh)

# INTERNAL QUALITY ASSURANCE CELL (IQAC) INTERNAL ACADEMIC AUDIT REPORT

The Internal Quality Assurance Cell (IQAC) conducted an Internal Academic Audit on 16.03.2020 and 17.03.2020. The members of IQAC analysed the activities and achievements of the departments based on the Academic Audit Questionnaire and audited the overall maintenance of records/files/registers and documentary evidences in the departments.

#### APPRECIATIONS:

- Interdisciplinary Collaborative Activities carried out by the department of BBA with IT are applauded.
- Patents obtained by Dr. U. Umadevi, Department of Botany is a remarkable achievement.
- Usage of ICT facilities and the preparation of Video lessons by the faculty members of all the departments are highly commendable.
- Paper presentation by the faculty members of the departments of English, Tamil, History and Physical Education at International Conferences held abroad is appreciable.
- Regular Conduct of Cluster of College Programmes by the departments of Maths and Physics is noteworthy.
- Conduct of Fashion Expo to exhibit the latent talents of the students of the department of Costume design and Fashion is laudable.
- Students have brought laurels to the college by their enthusiastic participation and winning in Intercollegiate and Intra collegiate competitions.
- Departments' contribution towards extension activities are to be appreciated.
- Quiz Club established by the Department of English needs a special mention.
- Inorder to emphasis the need and the importance of eco-friendly atmosphere, Inter departmental and Intradepartmental competitions on Eco-Consciousness are regularly conducted.
- In order to promote the holistic development of the students, the department of Chemistry honours the Best Outgoing Student of its department every year,



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It is highly appreciated that Departments of Chemistry and English are upgraded as Research Centres.

#### SUGGESTIONS:

- A good number of research projects can be undertaken by the faculty members through funding agencies.
- It is always to be noted that research papers and articles should be published in journals especially in Scopus or web of Science.

R Ludha Penathai

IQAC Co-ordinator IQAC Advisor

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Principal



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

INTERNAL QUALITY ASSURANCE CELL (IQAC)

#### Academic & Administrative Audit 2019-2020

### REPORT

Date of Visit: 18.03.20

#### Audited by:

#### Mr.R.Jaganathan,

IQAC Coordinator, Associate Professor and Head, Department of Mathematics(UG), A.N.J.A.College Siyakasi

#### Dr.M.Selvakumar,

Deputy Dean of Academic Affairs and Research, Assistant Professor and Head, Department of Commerce(PG), A.N.J.A.College Sivakasi

The following are the observations from the Academic and Administrative Audit based on the reports submitted by The Standard Fireworks Rajaratnam College for Women, Sivakasi for the academic year 2019-20.

#### Appreciations:

- The College has been selected as a mentor institution under UGC PARAMARSH Scheme and UGC has sanctioned Rs.30 lakhs for this scheme.
- It is noteworthy that the institution had received grant from DST- FIST.
- It is highly appreciable that IQAC developed an OBE model following the parameters suggested by UGC and implemented the Outcome Based Education in the year 2019-20.
- Workshops were organized in groups for staff members and external examiners and exposed various parameters of SFRC- OBE.
- A good number of SFRCians were qualified NET/SET and completed online NPTEL courses.
- The attainment of students are monitored by the Academic Attainment Committee and submitted to the IQAC.



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- Videos and e-contents developed by the staff are uploaded in the YouTube Channel SFRC CONNECT.
- Staff members were attending and presenting research papers regularly including International seminars organized outside India.
- 9. A good number of Research articles and Books were published by the faculty.
- 10. The initiative of Young Women Entrepreneur Development Cell (YWED) and 6 Start Ups by the Standardpreneur cell are unique to the institution and it deserves appreciation for its all possible steps taken to improve entrepreneurial development.
- Faculty members and students brought many laurels to the institution for their services and achievements.
- Receiving 3 patents by the staff from an institution from a rural backdrop is a great achievement.
- 13. The establishment of Audio Visual Centre, Green Matte Studio and Lecture Capturing System adds to the ICT enabled teaching and learning process
- 14. The efforts of the management to constantly improve the infrastructure to meet its growing needs are noteworthy.
- 15. A linkage with the Institute of Language Management, Bangalore to instill selfconfidence in the students to communicate effectively is appreciable.
- Expressive Articulation Sessions conducted twice in a month to improve the oratory and other individual skills among students deserves appreciation.
- Budget proposal and allotment of funds on various heads were properly done for the financial year 2019-20.
- 18. Certificate of Appreciation was bestowed on the college for creating the ecoconscious awareness under "One Student One Tree" initiative by the AICTE (All India Council for Technical Education), New Delhi.
- The Certificate of World Record by the Noble World Records for the World's Largest Human Tree Formation consisting of 966 participants is laudable.
- The contribution of students and staff in extension and outreach activities is appreciable.

### Suggestions:

- The format followed in presenting the feedback from students, staff and research scholars in the Dean's meeting which is placed in the Governing Body is not proper.
   Feedback discussed in the IQAC obtained in a five point scale and analysed with the graphs with the Action Taken Report shall be placed in the Governing Body.
- More number of placements may be arranged for students. Graduate Outcome shall be projected.
- Students' strength in some SF courses are seen with lot of fluctuations over the years. Steps may be taken to maintain the maximum allotted strength.



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- 4. Steps have to be taken to increase the number of Ph.d Scholars.
- Number of Research Guides shall be increased.
- 6. All PG departments shall be promoted as Research Departments.
- Faculty shall be encouraged to publish the articles in Scopus and UGC care listed journals only.
- 8. Proper guidance shall be given to faculty to get more funded research projects
- To facilitate inter-disciplinary and collaborative Researches, a suitable environment may be created.

### **Expert Committee**

1. Mr. R. Jaganathan,

IQAC Coordinator, Associate Professor and Head, Department of Mathematics (UG), A.N.J.A.College Sivakasi

Dr. M. Selvakumar,

Deputy Dean of Academic Affairs and Research, Assistant Professor and Head, Department of Commerce (PG), A.N.J.A.College Sivakasi Signature

R. Dag allian.

Prof.R.JAGANATHAN, M.Sc., M.Phil.,
Co-Ordinator
Internal Quality Assurance Cell

Ayya Nadar Janaki Ammal College (Autonomous) SIVAKASI-626 124

Dr.M.SELVAKUMAR

Head

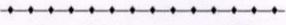
PG and Research Dept.of Commerce Ayya Nadar Janaki Ammat Coilege Sivakasi



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## THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI.

(Affiliated to Madurai Kamaraj University, Re-accredited with "A" Grade by NAAC, College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)



### Internal Quality Assurance Cell

Date: 07.05.2020

### Agenda:

- Presentation of report on the activities carried out by the institution though online mode during the lockdown period.
- To frame the general instructions for conducting the III Term Test and the rules for the valuation of exam papers.

### Minutes of the Internal Quality Assurance Cell held on 07.05.2020

- In the Staff meeting, Mrs. S. Sathya, Advisor, IQAC presented a detailed report on the activities carried out by the institution though online mode during the lockdown period.
- It was planned to prepare a format for reporting the activities carried out by each staff.
- It was proposed to form groups of students classwise through whatsApp/Google Classroom/SFR LMS (www.sfrmlearning.org)/Email/ GoogleMeet/Zoom to communicate with students.
- Due to the pandemic situation, it was planned to conduct the III term test from May 18<sup>th</sup> to May 23<sup>rd</sup> through online mode like LMS, Google Classroom, WhatsApp group, Email, etc., and there won't be any test for part IV papers. The time duration for the UG courses is two hours (Test-1 hour; To upload-1 hour.) and for the PG courses is three hours (Test-2 hours; To upload-1 hour.).

R Ludha Peria Hai

**IQAC Co-ordinator** 

IOAC Advisor

Principal



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S.No.	Members	e - Signature
1.	Dr. T. Palaneeswari, Principal	T. Palaneeswi
2.	Mrs. S. Sathya, IQAC Advisor	Sattifa
3.	Dr. R. Sudha Periathai, IQAC Co-ordinator	R Sudha Periathai
4.	Dr. P. Stella Muthurajam, Associate Professor of Economics	P. Stella mile najam
5.	Dr. S. Pethanachi Selvam, Associate Professor of Mathematics	& Pethanachi Selvam
6.	Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science	can't as
7.	Dr. B. Deepa, Assistant Professor of Botany	B. AL- (a. DEEPH)
8.	Dr. B. Siva Priya, Assistant Professor of English	B. Siva Priya
9.	Mrs. V. Ramya, Assistant Professor of History	AT
10.	Mrs. R. Vijayapriya, Assistant Professor of Tamil	R Vingaya Pore
11.	Dr. S. Shailaja, Assistant Professor of Chemistry	S. Staley
12.	Dr. U. Uma Devi, Assistant Professor of Botany	ere ex
13.	Dr. A. Mydeen Bibi, Assistant Professor of Mathematics	A.Mzelanist.
14.	Dr. D. Rajamani, Assistant Professor of Chemistry	D. Rajamani
15.	Dr. K.J. Sunmista, Assistant Professor of Commerce	K.J. Jumit
16.	Dr. A. Amutha, Assistant Professor of Physics	A admitta



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14.5-2020 4 15.5.2020  Mes. S. Sethya, I QAC Advises and Associal Professor of Computer Science delivered a gue lecture (Conline) on the topic, "Outcome based Curriculum Design" to the faculty members of VVV College for Nomen, on Visually On 14.5-2020 and 15.5. 2020.	st
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## THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI.

(Affiliated to Madurai Kamaraj University, Re-accredited with "A" Grade by NAAC, College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)

### Internal Quality Assurance Cell

Date: 18.05.2020

Agenda: To plan for conducting a series of webinars and a Faculty development program for Mentee Institutions.

### Minutes of the Internal Quality Assurance Cell held on 18.05.2020

 It was planned to conduct a series of webinars from 25.05.2020 to 29.05.2020 for Mentee Institutions under PARAMARSH on SSR preparation as per the following schedule.

Date	Criteria	Moderator	Welcome Address	Speakers
25.5.2020	1	Dr. D. Rajamani	Dr. K. Rajeswari Accreditation Ambassador	Dr. B .Deepa Dr. A. Amutha
26.5.2020	11	Dr. U. Umadevi	Mrs. S. Sathya IQAC Advisor	Dr. S. Pethanachi Selvam Dr. C. Devi Arockia Vanitha
27.5.2020	m	Dr. C. Devi Arockia Vanitha	Dr. R. Sudha Periathai IQAC Co-ordinator	Dr. P. Stella Muthu Rajam Mrs. R. Vijaya Priya
28.5.2020	IV & V	Dr. A. Mydeen Bibi	Dr. S. Pethanachi Selvam IQAC Member	Dr. D.Rajamani Dr. R. Sudha Periathai Dr. U. Umadevi Dr. A. Mydeen Bibi
29.5.2020	VI & VII	Dr. B. Deepa	Dr. P. Stella Muthu Rajam IQAC Member	Dr. K.J. Sunmista Dr. B. Siva Priya Mrs. V. Ramya Dr. S. Shailaja

- It was decided to organise a Faculty development program for Mentee Institutions on 29.05.2020 on "NAAC Accreditation Process: Dos and Don'ts".
- · Duties were allotted to the IQAC members for both the programmes.
- It was discussed to display posters, charts, add on course, PO's, PSO's and activities of various cells inside the college campus.
- It was suggested to insist the Departments to post their invitations regarding the conduct of webinars in Faculty WhatsApp group.
- To conduct a Council meeting to discuss the last date for the submission of syllabus passed in the Board of Studies.

R Lucko Perio Hai

**IQAC Co-ordinator** 

IQAC Advisor

1. Valantia

Principal



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S.No.	Members	e - Signature
1.	Dr. T. Palaneeswari, Principal	T. Palaneesii
2.	Mrs. S. Sathya, IQAC Advisor	Satispa
3.	Dr. R. Sudha Periathai, IQAC Co-ordinator	R Sudha Penjathai
4.	Dr. P. Stella Muthurajam, Associate Professor of Economics	P. Stella milk nagam
5.	Dr. S. Pethanachi Selvam, Associate Professor of Mathematics	& Pethanachi selvam
6.	Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science	Can't I
7.	Dr. B. Deepa, Assistant Professor of Botany	3. Di- Ca. DERTHO
8.	Dr. B. Siva Priya, Assistant Professor of English	B Siva Priya
9.	Mrs. V. Ramya, Assistant Professor of History	4
10.	Mrs. R. Vijayapriya, Assistant Professor of Tamil	R Virgonya Perso
11.	Dr. S. Shailaja, Assistant Professor of Chemistry	S. Statery
12.	Dr. U. Uma Devi, Assistant Professor of Botany	ern H
13.	Dr. A. Mydeen Bibi, Assistant Professor of Mathematics	A. Mzelouth.
14.	Dr. D. Rajamani, Assistant Professor of Chemistry	D. Rajimani
15.	Dr. K.J. Sunmista, Assistant Professor of Commerce	K. J. Sumint
16.	Dr. A. Amutha, Assistant Professor of Physics	A admitte



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1-6-2020 Mrs. S. Sathya, IRAC Director and Associate Professor of Computer Science delivery a great lecture (online) on the topic "ORVE Assessment Took and Method" to the faculty members of V.V.V. Collage for Women Viendhunagae, 1. 8.2020. 4-6-2020 Quidance was provided in the submission Of OBT STAR COLLEGE peoposal under the perantment of Science and Uchnology New Delhi on 4.6.2020. 8.6.2020 d 9.6.2020. Mas . 8 . Sathya, I are Director & Associat Professor of computer Science delivered a golest lecture (Online) on the topic a outcome based Education to the members of V.H.N. R.N. College, Vieledhun on 8.6. 2000 \$ 9.6.2000 30 6 2020- 4.7.2020: Dr. 7 Palancerwari, Principal, Dr. R. C. Periather, IRAC Co-ordinator, Dh. B. Eva Phya, Mgs. V. Ramya, S. Shailaja, A. Mydeen Beari and A Amutha, I QAC members participated in an Online faculty Developm Programme on "Inclusive Procedures and Paloceuses in Assessment and Accreditation by NAAC from 30. 6. 2000 to 4. 7. 2000 Raggi by the Internal Quality Assurance Coll of & Josephie College (Autonomous) Thick 14 4 2020 1 Mrs. E. Enthyp., I are Director delinered a quest lecture "Conline" on the lopic, " Outcome band Augument strategies to the faculty member Q V HN S.N. College Visudhustagas on 177



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## THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI.

(Affiliated to Madurai Kamaraj University, Re-accredited with "A" Grade by NAAC, College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)

### Internal Quality Assurance Cell

Date: 31.07.2020

#### Agenda:

 To constitute Students Grievance Redressal Committee - Covid 19 -Pandemic Cell

### Minutes of the Internal Quality Assurance Cell held on 31.07.2020

It was decided to establish a Students Grievance Redressal Committee a cell to address
and resolve the academic grievances of the students with the following members.

### The Members are:

- 1. Dr. T. Palaneeswari, The Principal
- 2. Mrs. S. Sathya, IQAC Director
- 3. Dr. R. SudhaPeriathai, IQAC Coordinator
- 4. Dr. B. Deepa, Dean: CDDC
- 5. Dr. C. Devi Arockia Vanitha, Dean of Academic Affairs
- Mrs. B. Theresita Mary Shanthi, Advisor: Student Services
- 7. Dr. B. Ponni, Dean of Student Services
- 8. Dr. S. Sivadevi, Semester Monitoring Cell Advisor
- 9. Dr. K. Muthamil Selvi, Counselling Cell
- 10. Mrs. E. Ponmalar, Controller of Examinations
- 11. Dr. M. Murugalakshmi, Deputy Controller of Examinations

V. Palanesii Principal



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S.No.	Members	e - Signature
1.	Dr. T. Palaneeswari Principal	T. Palamerai
2.	Mrs. S. Sathya IQAC Director	Satiga
3.	Dr. R. SudhaPeriathai IQAC Coordinator	R Sudho Penia thai
4.	Dr. B. Deepa Dean: CDDC	B. AL- CA-DERFAD
5.	Dr. C. Devi Arockia Vanitha Dean of Academic Affairs	can't the
6.	Mrs. B. Theresita Mary Shanthi Advisor: Student Services	B. Theresia may shall
7.	Dr. B. Ponni Dean of Student Services	an Own
8.	Dr. S. Sivadevi Semester Monitoring Cell Advisor	80.
9.	Dr. K. Muthamil Selvi Counselling Cell	
10.	Mrs. E. Ponmalar Controller of Examinations	E.Ponmolar
11.	Dr. M. Murugalakshmi Deputy Controller of Examinations	Al Hungland



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## THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI.

(Affiliated to Madurai Kamaraj University, Re-accredited with "A" Grade by NAAC, College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)



### Internal Quality Assurance Cell

Date: 01.08.2020

### Agenda:

- To discuss the mark calculation procedure as per TN GO(D) No.111 dated 27.7.2020 for promoting candidates of I UG, II UG, I PG and II MCA programmes.
- To organise a Faculty Development Programme on "Learning to Teach and Assess Online".
- To conduct ice breaking/counselling sessions for the students.
- To discuss on conduct of online classes for the current II UG, III UG and II PG students.

# Minutes of the Internal Quality Assurance Cell and Students Grievance Redressal Committee Meeting held on 01.08,2020

- It was resolved to establish a Standard Operating Procedure (SOP) for implementing the procedures for promoting the students of I UG, II UG, I PG and II MCA from the academic year 2019-20 as per TN GO(D) No 111 dated 27.7.2020 and declare the results of End Semester Examinations, April 2020.
- It was planned to organise a Faculty Development Program on "Learning to Teach and Assess Online" on 3<sup>rd</sup> August by IQAC, E-content Development Cell and Controller of Examinations as per the following schedule:

Resource Person	Topic
Mrs. S. Sathya, IQAC Director	Pen Tablet Usage and Copyright issues
Mrs. E. Ponmalar, Controller of Examinations	Mastering Assessment
Dr. C. Devi Arockia Vanitha, Assistant Professor of Computer Science	Interactive Online Classroom
Dr. A. Bamini, Assistant Professor of Computer Application	Interactive White Board Software for Teaching
Mrs. S. Vasanthi, Assistant Professor of Computer Science	Google Meet Scheduling.

• It was proposed to conduct ice breaking/counselling sessions for the students at the department level in order to get rid of their stress from Covid-19 pandemic situation on 4th August 2020.



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- It was planned to conduct online classes for the current II UG, III UG and II PG students from 5<sup>th</sup> August, 2020 with the following guidelines:
  - Online classes to be conducted for five days from Monday to Friday (4 classes /day) with working hours from 10.00 a.m. to 1.15 p.m. from August 5, 2020
  - Assessment based on CO is to be conducted for all the papers on Saturday.
  - Proper dress code and time management has to be followed by both faculty and students.
  - The students should enter the Google meet using their college email id only.
  - Google classroom should be created for each course.
  - · Attendance is compulsory.
  - Weekly Report regarding the syllabus covered and activities given has to be sent to the Head of the Department.
  - Heads of the Departments have to submit the weekly Attendance sheet of their department to the Principal.

R Sudha Peria Hai

**IQAC Co-ordinator** 

IQAC Director

Principal

S.No.	Members	e - Signature
1.	Dr. T. Palanceswari Principal	T. Palanesii
2.	Mrs. S. Sathya IQAC Director	Sotia
3.	Dr. R. Sudha Periathai IQAC Coordinator	R Ludho Periathai
4.	Dr. B. Deepa Dean: CDDC	S. BL.
5.	Dr. C. Devi Arockia Vanitha Dean of Academic Affairs	CONT. II
6.	Mrs. B. Theresita Mary Shanthi Advisor: Student Services	B. Thorack may stack.
7.	Dr. B. Ponni Dean of Student Services	on One
8.	Dr. S. Sivadevi Semester Monitoring Cell Advisor	80.
9.	Dr. K. Muthamil Selvi Counselling Cell	24 - Head - 15 _ 1.
10.	Mrs. E. Ponmalar Controller of Examinations	E.Pormalar
11.	Dr. M. Murugalakshmi Deputy Controller of Examinations	To blumg - Lat



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#### THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI - 626 123.

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#### INTERNAL QUALITY ASSURANCE CELL

#### Minutes of the On-line Meeting held on 11th September 2020

The Internal Quality Assurance Cell organized an Online meet for the faculty members on "Flair ERMS- Import of Internal Questions and Internal Marks" on 11th September at 3.30 p.m. Mrs. S.Sathya, IQAC Advisor demonstrated the procedure in importing the question paper and marks for all internal assessment components in ERMS.

The following resolutions were made-

- · Semester monitoring cell will have to monitor the Question paper import and mark import in Flair ERMS.
- The specific regulations for 2017 and 2020 syllabi should be adhered to.
- Specific Excel templates featuring Outcome Based Education designed by IQAC should be used by the course teachers.
- · Relevant excel templates should be used for theory/practical courses for UG/PG
- · Importing question paper and marks for Part-IV courses are to be monitored by Part-IV Coordinators.
- · HODs are in charge of checking and approving the question papers imported by the course teachers.
- · Due dates for Question paper import and mark entry import are to be abide by.

R. Sudlete-

**IQAC Coordinator** 

IOAC Advisor

T. Palanessi Principal

PRINCIPAL The Standard Ffreworks Rajaratnam College for Women.

SIVAKASI



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	12.10. 2020
	Director gave a demo on uploading the syllabi 2017 and 2020 in the cloud terms to the faculty members on 12.10. 2020 at 5.30 p.m through Google
	0 12.10.20 Mks. S. Sathya, 10AC
	pueces gave a demo on uploading the
6	syllabi 2017 and 2020 in the cloud
-	TERMS to the faculty member on
	12.10. 2020 at 5. so p.m through Google
	Med.
HC.	16-10-2020
	Heads of the Departments and Syllaburin charge faculty members on 16.10.20
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	in charge faculty members on 16 mm
	through Google meet at 5.00 pm.  Mrs. It eathly I BAC Director explained elaborately on course approval and uploading of graduate attributes.
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## THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS), SIVAKASI.

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### Internal Quality Assurance Cell

Date: 08.12.2020

Venue: IQAC Room

Agenda:

· To discuss on the criterion wise evidences to be collected.

### Minutes of the Internal Quality Assurance Cell Meeting held on 08.12.2020

It is discussed to collect the nature/ details of evidences for all the criteria.

Criteria	Nature/ Details		
Criterion I	<ul> <li>Syllabus 2014, 2017 &amp; 2020</li> <li>BOS Minutes</li> <li>Programme Schemes for 2017 &amp; 2020</li> <li>Course Approval letter after 2014-2015</li> </ul>		
Criterion II	Work plan from 2015 onwards     Constructive Alignment for the year 2019-2020 & 2020-2021     Ph.D., Certificates, Guideship approval letter, Bridge Course, Remedial coaching, ICT register     Activity Report of Workshops/ Seminars     MoU with institution and industry     Outreach and extension activity report		
Criterion III			
Criterion IV			
		Criterion VI	Self Appraisal of Teaching and Non-Teaching     Department Minutes     FDP attended
Criterion VII	<ul> <li>Activities related to Waste management, gender, green initiatives - Evidences and Report.</li> </ul>		

R. Sudle free L.

IQAC Director

Principal



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### **Members Present:**

1. Dr. T. Palaneeswari, Principal - T. Palanees

2. Mrs. S. Sathya, IQAC Director - VS. Thyo

3. Dr. R. Sudha Periathai, IQAC Co-ordinator - P. Suella Peria h.

4. Dr. P. Stella Muthurajam, - Pestella mh hajam

Associate Professor of Economics

Dr. S. Pethanachi Selvam,
 Associate Professor of Mathematics

Dr. C. Devi Arockia Vanitha,
 Assistant Professor of Computer Science

7. Dr. B. Deepa, Assistant Professor of Botany - B. M.

8. Dr. B. Siva Priya, Assistant Professor of English - B Sival Riya

Mrs. V. Ramya, Assistant Professor of History

10. Mrs. R. Vijayapriya, Assistant Professor of Tamil - Rungaya Port

11. Dr. S. Shailaja, Assistant Professor of Chemistry -

12. Dr. U. Uma Devi, Assistant Professor of Botany -

Dr. A. Mydeen Beevi,
 Assistant Professor of Mathematics

14. Dr. D. Rajamani, Assistant Professor of Chemistry -

15. Dr. K.J. Sunmista, - K
Assistant Professor of Commerce

Dr. A. Amutha, Assistant Professor of Physics

A. Myland.

E. Pettanadi Selva

D. Rajanan

K. J. Junie D

A. Amutha



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#### IQAC & SEMESTER MONITORING CELL

On December 8, 2020 a demo on Rubric uploading and mark entry for 2019-2020 ODD semester's Internal exam was organized through Google meet for the faculty members by IQAC & Semester Monitoring cell.. The demo was given by Dr.S.Kalai selvi, Assistant Professor of Mathematics & Coordinator of Semester Monitoring cell and Mrs.D.Ganga devi, Assistant Professor of Computer Applications. All the Semester Monitoring cell members accompanied by one staff member from their respective department got benefited through this meeting.





Semester Monitoring Cell Staff-in-charge R. Switz Burn

IQAC Coordinator IQAC Director T.Palauenes
Principal
PRINCIPAL
The Standard Fireworks
Rajeratman College
for Women,
SIVANASI