



Sri Sarada College For Women

(An Autonomous Institution)

(Reaccredited with “A” grade by NAAC)

Institution included u/s 2(f) and 12(B) of UGC

Affiliated to Manonmaniam Sundaranar University

(A branch of Sri Ramakrishna Tapovanam, Tirupparaithurai)

Ariyakulam, Tirunelveli Thoothukudi –High Road, Maharaja Nagar Post,

TIRUNELVELI- 627 011.



**IQAC-MINUTES OF THE MEETING
(2020-2021)**

IQAC (Internal Quality Assurance Cell)

Coordinator : Smt. N. Renuka, Associate Professor & Head, Department of English
 Steering Coordinator: Dr.(Smt.) A. Mahalakshmi, Associate Professor, Department of Mathematics
 Joint Coordinator : Dr.(Selvi). V. Gokula Nachiyar, Assistant Professor,
 Department of Commerce Corporate Secretaryship
 Selvi P. K. Kasthuri, Assistant Professor & Head, Department of Sanskrit

Date	Title of the Event	Details of Resource Persons	Achievements/Remarks
22.06.2020	Hands on Training for conducting Teaching & Evaluation online meeting	Smt. A. Anusha Assistant Professor & Head, Department of Computer Applications	All Staff Members
28.07.2020	BoS II - English	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
29.07.2020	BoS II - Mathematics	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
30.07.2020	BoS II - Computer Science	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
31.07.2020	BoS II - Computer Applications	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
01.08.2020	BoS II - Physics	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
03.08.2020	BoS II - Tamil	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
04.08.2020	BoS II - Chemistry	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
05.08.2020	BoS II - Sanskrit and Information Technology	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
06.08.2020	BoS II - Economics and Business Administration	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
07.08.2020	BoS II - Commerce and Commerce Corporate Secretaryship	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
28.08.2020	Academic Council Meeting II	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
09.09.2020	Teacher's Day Celebration- Qualities of an ideal Teacher	Prof.(Major). P. Chandrasekaran, Director, Sri Sarada College for Women (Autonomous), Tirunelveli 627011	All Faculties from Sri Sarada College for Women (Autonomous), Tirunelveli, Sri Sarada College of Education, Tirunelveli and Sri Sarada Metric School, Tirunelveli.
11.09.2020	Orientation Programme on AQAR updation	Prof.(Major). P. Chandrasekaran, Director, Sri Sarada College for Women (Autonomous), Tirunelveli 627011	All Staff Members
24.10.2020	Awards Committee Meeting- II	Dr. V. Bala Murugan, Professor, Computer Science & Engineering, Manonmaniam Sundaranar University, Tirunelveli 627012 Dr. C. Kannan, Professor of Chemistry, Manonmaniam Sundaranar University, Tirunelveli 627012	All Staff Members
28.12.2020	BoS II -Physics	With external subject experts and University nominees	Finalisation of syllabi for III to VI semesters
11.01.2021	Orientation Programme on ARIIA	Dr. M. Malini Assistant Professor of Computer Applications	One faculty from Economics, English, Commerce and Mathematics.
12.01.2021	Orientation Programme on	Dr. M. Malini	One faculty among 13

	ARIIA	Assistant Professor of Computer Applications	departments
08.02.2021	Parents Students Teachers Colloquium	Prof.(Major). P. Chandrasekaran, Director, Sri Sarada College for Women (Autonomous), Tirunelveli 627011	I UG and PG Students
09.02.2021	Orientation Programme for I UG Students (Students Induction Programme)	Prof.(Major). P. Chandrasekaran, Director, Sri Sarada College for Women (Autonomous), Tirunelveli 627011	All I UG Students
18.02.2021	LMS- Hands on Training	Shri. Ganapathy Dharma Sankar, USA, Director, Nellai Consulting , Tirunelveli-627007	11 Department Coordinator
01.03.2021	National Science Day Colloquium Theme :Future of STI: Impacts on Education, Skills and Work"	Shri. G. Pandurangavittal, Advisor, Consultant & Subject Matter Expert, Bengaluru. Shri S.M. Kumar, District Science Officer , District Science Centre , Tirunelveli	III UG and all PG Students from Science Departments
05.03.2021	Motivation for IAS Aspirants	Swojanya Dharma Sankar, Associate Professor of Economics, Waubonsee Community College, USA	140 Students
09.03.2021	Governing Body Meeting	Prof. Dr. Geeta Singh, Director, CPDHE, University of Delhi Dr. G. Ezhilan, Regional Joint Director of Collegiate Education, Tirunelveli Region, Tirunelveli Prof. Dr. R. Kala, Head, Department of Mathematics, Manonmaniam Sundaranar University, Tirunelveli	
25.03.2021	Hands on Training-Faculty Enrichment Programme on Hardware	Shri. T. Kesavamoorthy, Businesss Heag TSA Technologies, Salem	33 Teaching and Non-Teaching Staff
02.04.2021	Awards Committee Meeting - III	Dr. V. Bala Murugan, Professor, Computer Science & Engineering, Manonmaniam Sundaranar University, Tirunelveli 627012 Dr. C. Kannan, Professor of Chemistry, Manonmaniam Sundaranar University, Tirunelveli 627012	All Staff Members

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TIRUNELVELI- 627 011

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting Number : 48

22-06-2020

Matter Tabled for Discussion

To conduct Hands-on-Training to the faculty members for conducting Webinar.

Action taken

1. 44 faculty members were trained by giving a live demo with laptops and mobiles.
2. Training on scheduling the zoom meetings.
3. Working with the Live Host meeting.
4. Creating links for meeting registration and feedback.

Meeting started and concluded with Ohm Sahanavavathu prayer

Members present in the meeting

S.No.	Name	Portfolio	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	Saravanabhavapriya
2	Dr. (Smt.) M.Malarvizhi	Principal	M. Malarvizhi
3	Dr.(Smt.) R.Muthulakshmi	HOD of Commerce	R. Muthulakshmi
4	Smt. N.Renuka	HOD of English	Renuka
5	Smt. V. Rajarajeswari	HOD of Chemistry	V. Rajarajeswari
6	Smt. N.Kamala	HOD of Commerce(CS)	N. Kamala
7	Smt. V.Vallinayagi	HOD of Computer Science	V. Vallinayagi
8	Smt. M.Indra	HOD of Information Technology	M. Indra
9	Smt.T.Kalavathi	HOD of Economics	T. Kalavathi
10	Smt.S.Magara Jothilakshmi	HOD of Physics	S. Magara Jothilakshmi
11	Selvi.B.Revathy	HOD of Mathematics	B. Revathy
12	Dr.(Smt).T.Dhanalakshmi	HOD of Tamil	T. Dhanalakshmi
13	Smt.M.Karthiga	Assistant Professor, Tamil	M. Karthiga
14	Selvi.P.K.Kasthuri	Assistant Professor, Sanskrit	P. K. Kasthuri
15	Selvi.A.Muthuselvi	Assistant Professor, Sanskrit	A. Muthuselvi
16	Lt.Smt.S.Chithra	Assistant Professor, English	S. Chithra
17	Smt.M.Sivagami	Assistant Professor, English	M. Sivagami
18	Smt.M.Lalitha	Assistant Professor, English	M. Lalitha
19	Smt.T. Annalakshmi	Assistant Professor, English	T. Annalakshmi
20	Smt.B.Parameswari	Assistant Professor, English	B. Parameswari
21	Smt.Ramalakshmi	Assistant Professor, English	Ramalakshmi
22	Smt.T.Miruna Devi	Assistant Professor, Economics	T. Miruna Devi
23	Dr.(Smt).P.Anna Baby	Assistant Professor, Economics	P. Anna Baby
24	Smt.K.Lakshmi priya	Assistant Professor, Economics	K. Lakshmi Priya
25	Smt.K.Lakshmi	Assistant Professor, Chemistry	K. Lakshmi
26	Dr.(Smt).A.Mahalakshmi	Assistant Professor, Mathematics	A. Mahalakshmi
27	Dr.(Smt).M.Ahila	Assistant Professor, Physics	M. Ahila
28	Smt.S.Vijayalakshmi	Assistant Professor, Physics	S. Vijayalakshmi

29	Selvi.A.Subitha	Assistant Professor, Physics	<i>Subitha</i>
30	Smt.M.Vijayalakshmi	Assistant Professor, CS	<i>M.Vijayalakshmi</i>
31	Smt.J.Ponrenga	Assistant Professor, CS	<i>J.Ponrenga</i>
32	Smt.P.Anitha	Assistant Professor, CS	<i>P.Anitha</i>
33	Selvi.S.Maharani	Assistant Professor, CA	<i>S.Maharani</i>
34	Smt.S.Kanaga sankari	Assistant Professor, Info. Tech.	<i>S.Kanaga Sankari</i>
35	Smt.P.Subbulakshmi	Assistant Professor, Info. Tech.	<i>P.Subbulakshmi</i>
36	Smt.Milka vijayan	Assistant Professor, Commerce	<i>V.Milka</i>
37	Dr.(Smt).R.Pushpalatha	Assistant Professor, Commerce(CS)	<i>R.Pushpalatha</i>
38	Dr.(Smt).V.Gokula nachiyar	Assistant Professor, Commerce(CS)	<i>V.Gokulanachiyar</i>
39	Selvi.A.Shrinmuga priya	Assistant Professor, Maths	<i>A.Shrinmuga priya</i>
40	Selvi.E.Velammal @ Sindhu	Assistant Professor, Maths	<i>E.Velammal@sindhu</i>
41	Dr.(Smt).V.Sangeetha	Assistant Professor, Commerce(CS)	<i>V.Sangeetha</i>
42	Smt.B.Rajeswari	Assistant Professor, Chemistry	<i>B.Rajeswari</i>
43	Dr.(Smt).A.Aruna devi	Assistant Professor, Commerce(CS)	<i>A.Aruna devi</i>
44	Selvi.Nambiya Ananthi	Physical Education	<i>Nambiya Ananthi</i>
45	Smt.P.Anusha	Assistant Professor, CA	<i>P.Anusha</i>

Saxavamatharajaya

Secretary

M. Malavizhi

Principal



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TIRUNELVELI- 627 011

Meeting Number: 49

04.07.2020

Agenda:

1. To finalize G & R.
2. To discuss about IIRS
3. To discuss about the enhancement of Wi-Fi speed in the campus.
4. To use Google meet as the online platform for webinars.
5. To brief about Website revamping.
6. To decide about submission of AQAR
7. To review Newsletter for 2019-20
8. To review the status of completion of College magazine-2019-20
9. To decide about online submission of application for admission

Action Taken:

1. G&R finalized for the academic calendar-2020-21.
2. Portfolio finalized for IIRS.
3. Decided to provide more number of Wi-Fi hub in the campus.
4. Committees fixed for IQAC Newsletter and College magazine.
5. Instructed to provide Link/ Tab in the College website for online admission.
6. Instructed to use Google meet for more participants in Webinars.

Members present:

S No	Name of the Member	Status/Class	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
2	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M.Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. N.Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
5	Dr. (Smt.) R.Muthulakshmi	HOD - Commerce	<i>R. Muthulakshmi</i>
6	Smt. V. Rajarajeswarai	HOD - Chemistry	<i>V. Rajarajeswarai</i>
7	Dr. (Smt.) N.Kamala	HOD - Commerce(CS)	<i>N. Kamala</i>
8	Selvi. B. Revathy	HOD - Mathematics	<i>B. Revathy</i>
9	Dr. (Smt.) T.Kalavathi	HOD - Economics	<i>T. Kalavathi</i>
10	Smt. M. Ponrenga	Faculty - Comp. Sci.	<i>M. Ponrenga</i>
11	Smt. N. Lavanya	HOD - Business Administration, Autonomous Coordinator	<i>N. Lavanya</i>
12	Dr.(Smt) T. Dhanalakshmi	HOD - Tamil,	<i>T. Dhanalakshmi</i>
13	Dr.(Selvi.) A.Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
14	Dr.(Smt.) K.Ramalakshmi	Controller, Autonomy	<i>K. Ramalakshmi</i>
15	Smt. M. Usha	Faculty - IT	<i>M. Usha</i>
16	Sr. Mayil	HOD, Sanskrit	<i>Mayil</i>
17	Dr. (Smt.) V.Porkodi	Faculty, Comp. Appls.	<i>V. Porkodi</i>

Saravanabhavapriya
Secretary



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Meeting Number: 50

09.07.2020

Agenda:

1. To provide counseling and confidence for Parents of the Students on COVID 19 pandemic crises.

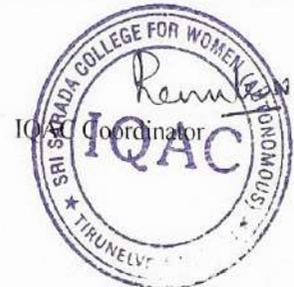
Resolutions made:

1. Decided to organize online Parent Meet on 16.07.2020 on the Topic "Suggested: Parents @ aftermath of COVID Pandemic" - to be conservative, calculative and committed towards promising future for confident and courageous children

Members present:

S No	Name of the Member	Status/Class	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
2	Prof. (Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M. Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. M. Indra	Vice Principal, HOD - IT	<i>M. Indra</i>
5	Smt. N. Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
6	Dr.(Smt.) A. Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
7	Ananthi . D	BBA	<i>Ananthi</i>
8	Archana Devi . P	English	<i>Archana</i>
9	Anuha . P	Computer applications	<i>P. Anuha</i>
10	Divya Bharkavi . S	Computer Applications	<i>S. Divya</i>
11	Gomathi . M	Education	<i>M. Gomathi</i>
12	Gogula Nachiar . V	CCS	<i>V. Gogula Nachiar</i>
13	Krishnaveni . G	BBA	<i>G. Krishnaveni</i>
14	Niranjana Devi . K	Physics	<i>K. Niranjana</i>
15	Pandiarani . S	Chemistry	<i>S. Pandiarani</i>
16	Petchiammal , P	Tamil	<i>P. Petchiammal</i>
17	Sathya . R	Physics	<i>R. Sathya</i>
18	Shankari , P	Education	<i>P. Shankari</i>
19	Sruthi velvizhi , A	BBA	<i>A. Sruthi</i>
20	Thanga Malika . D	Physics	<i>D. Thanga Malika</i>
21	Thiraviyakani . A	Education	<i>A. Thiraviyakani</i>
22	Vimala . S	Computer Applications	<i>S. Vimala</i>

Saravanabhavapriya Secretary *M. Malarvizhi* Principal



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Meeting Number: 51

03.08.2020

Agenda:

1. Notification to the students regarding examination (both University and Autonomous) and admission (2020-21) in the college website.

Action Taken:

1. To intimate the students through the website with updated notifications from the University and the Government.

Members present:

S No	Name of the Member	Status/Class	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
2	Prof. Prof.(Major) P. Chandrasekaran	Director	<i>Chandrasekaran</i>
3	Dr. (Smt.) M.Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. N.Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
5	Dr. (Smt.) R.Muthulakshmi	HOD - Commerce	<i>R. Muthulakshmi</i>
6	Smt. V.Rajarajeswarai	HOD - Chemistry	<i>V. Rajarajeswarai</i>
7	Dr. (Smt.) N.Kamala	HOD - Commerce(CS)	<i>N. Kamala</i>
8	Dr. V. Vallinayagi	HOD - Comp. Sci.	<i>V. Vallinayagi</i>
9	Selvi. B. Revathy	HOD - Mathematics	<i>Selvi. B. Revathy</i>
10	Dr. (Smt.) T.Kalavathi	HOD - Economics	<i>T. Kalavathi</i>
11	Smt. N. Lavanya	HOD - Business Administration, Autonomous Coordinator	<i>N. Lavanya</i>
12	Dr.(Smt) T. Dhanalakshmi	HOD - Tamil.	<i>T. Dhanalakshmi</i>
13	Dr.(Selvi.) A.Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
14	Dr.(Smt.) K.Ramalakshmi	Controller, Autonomy	<i>K. Ramalakshmi</i>
15	Smt. M. Usha	Faculty - IT	<i>M. Usha</i>
16	Sr. Mayil	HOD, Sanskrit	<i>Mayil</i>
17	Dr. (Smt.) V.Porkodi	Faculty, Comp. Appls.	<i>V. Porkodi</i>

Saravanabhavapriya
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Meeting Number: 52

20.08.2020

Agenda:

1. To familiarize and implement system of metrics in the AQAR criteria.

Action Taken:

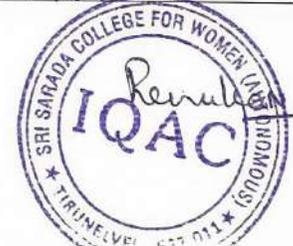
1. Criterion coordinators were briefed to implement with the key points and essential metrics in each criterion.

Members present:

S No	Name of the Member	Status/Class	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
2	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M.Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. N.Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
5	Dr.(Selvi.) A.Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
6	Selvi. P. K. Kasthuri	Assistant Professor , Sanskrit	<i>P.K. Kasthuri</i>
7	Smt. T. Vennimalai	Assistant Professor , Mathematics	<i>T. Vennimalai</i>
8	Dr. K. Kavitha	Assistant Professor , Commerce	<i>K. Kavitha</i>
9	Smt. P. Rajeswari	Assistant Professor , Commerce (CA)	<i>P. Rajeswari</i>
10	Selvi. A. Shunmugapriya	Assistant Professor , Mathematics	<i>Selvi. A. Shunmugapriya</i>
11	Smt. M. Sivakala	Assistant Professor , English	<i>M. Sivakala</i>
12	Smt. M. Lalitha	Assistant Professor , English	<i>M. Lalitha</i>

Saravanabhavapriya
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IQAC Coordinator



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11.09.2020

Meeting Number: 53

Agenda:

1. To finalize regarding selection of Non Major Electives by the students.
2. To discuss about the conduct formative exams through online

Resolutions made and Action taken:

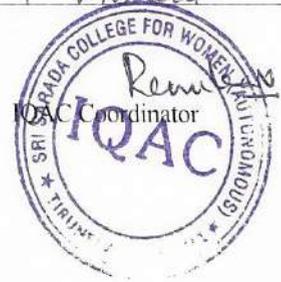
1. Decided to instruct the students to submit their option of subjects under NME through Google Forms.
2. Decided to conduct formative examinations for all PG and UG Students through online.

Members present:

S No	Name of the Member	Status/Class	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
Prof.	Prof.(Major) P. Chandrasekaran	Director	<i>mmmm</i>
3	Dr. (Smt.) M.Malarvizhi	Principal	<i>M.Malarvizhi</i>
4	Smt. N.Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
5	Dr. (Smt.) R.Muthulakshmi	HOD - Commerce	<i>R.Muthulakshmi</i>
6	Smt. V.Rajarajeswarai	HOD - Chemistry	<i>V. Rajarajeswarai</i>
7	Dr. (Smt.) N.Kamala	HOD - Commerce(CS)	<i>N.Kamala</i>
8	Selvi. B. Revathy	HOD - Mathematics	<i>B. Revathy</i>
9	Dr. (Smt.) T.Kalavathi	HOD - Economics	<i>T.Kalavathi</i>
10	Smt. M. Ponrenga	Faculty - Comp. Sci.	<i>M. Ponrenga</i>
11	Smt. N. Lavanya	HOD - Business Administration, Autonomous Coordinator	<i>N.Lavanya</i>
12	Dr.(Smt) T. Dhanalakshmi	HOD - Tamil,	<i>T. Dhanalakshmi</i>
13	Dr.(Selvi.) A.Mahalakshmi	IQAC Steering Coordinator	<i>A.Mahalakshmi</i>
14	Dr.(Smt.) K.Ramalakshmi	Controller, Autonomy	<i>K.Ramalakshmi</i>
15	Smt. M. Usha	Faculty - IT	<i>M. Usha</i>
16	Sr. Mayil	HOD, Sanskrit	<i>Mayil</i>
17	Dr. (Smt.) V.Porkodi	Faculty, Comp. Appls.	<i>V. Porkodi</i>

Saravanabhavapriya
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Meeting Number: 54

11.09.2020

Agenda:

- To discuss, finalize and approve AQAR data before uploading.

Resolutions made and Action taken:

- After confirmation of the AQAR contents it was approved for uploading.

Members present:

S.No.	Name	Portfolio	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravambha</i>
Prof.	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M.Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. N.Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
5	Dr. (Smt.) R.Muthulakshmi	HOD - Commerce	<i>R. Muthulakshmi</i>
6	Smt. V.Rajarajeswarai	HOD - Chemistry	<i>V. Rajarajeswarai</i>
7	Dr. (Smt.) N.Kamala	HOD - Commerce(CS)	<i>N. Kamala</i>
8	Dr.(Smt.)V.Vallinayagi	HOD - Comp. Sci.	<i>V. Vallinayagi</i>
9	Selvi.B.Revathy	HOD - Mathematics	<i>B. Revathy</i>
10	Dr. (Smt.) T.Kalavathi	HOD - Economics	<i>T. Kalavathi</i>
11	Dr. (Smt.) T. Dhanalakshmi	HOD - Tamil	<i>T. Dhanalakshmi</i>
12	Smt. N. Lavanya	HOD - Business Administration, Autonomous Coordinator	<i>N. Lavanya</i>
13	Smt. S. Magara Jothilakshmi	HOD - Physics	<i>S. Magara Jothilakshmi</i>
14	Dr.(Selvi.) A.Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
15	Dr.(Smt.) K.Ramalakshmi	Controller, Autonomy	<i>K. Ramalakshmi</i>
16	Dr. V. Sangetha	Autonomous Joint Coordinator	<i>V. Sangetha</i>
17	Smt. S. Kanagasankari	Assistant Professor - IT	<i>S. Kanagasankari</i>
18	Selvi. P. K. Kasthuri	Assistant Professor - Snaskrit	<i>P. K. Kasthuri</i>
19	Selvi. A. Muthuselvi	Assistant Professor - Sanskrit	<i>A. Muthuselvi</i>
20	Smt. T. Vennimalai	Assistant Professor - Mathematics	<i>T. Vennimalai</i>
21	Smt. M. Sembali Sumathi	Assistant Professor - CS	<i>M. Sembali Sumathi</i>
22	Selvi. H.. Karthika	Assistant Professor - English	<i>H. Karthika</i>
23	Dr. V. Gokula Nachiyar	Assistant Professor - Commerce (CS)	<i>V. Gokula Nachiyar</i>
24	Ms. Vijayalakshmi .S	Assistant Professor - Physics	<i>S. Vijayalakshmi</i>
25	Dr.(Smt).Kavitha	Assistant Professor - Commerce	<i>R. Kavitha</i>
26	Smt. P. Rajeshwari	Assistant Professor - Commerce (CS)	<i>P. Rajeshwari</i>
27	Smt.M.Karthiga	Assistant Professor - Tamil	<i>M. Karthiga</i>
28	Dr(Smt).P.Anna Baby	Assistant Professor - Economics	<i>P. Annababy</i>
29	Ms.A.Shunmuga Priya	Assistant Professor - Mathematics	<i>A. Shunmuga Priya</i>
30	Ms.S.Rajeswari	Assistant Professor - Chemistry	<i>S. Rajeswari</i>
31	Smt.M.Sudar Veni	Assistant Professor -	<i>M. Sudar Veni</i>
32	Dr.(Smt).Pushpalatha	Assistant Professor - Commerce (CS)	<i>P. Pushpalatha</i>
33	Ms.Ramalakshmi .S	Assistant Professor - English	<i>S. Ramalakshmi</i>
34	Smt.M.Lalitha	Assistant Professor - English	<i>M. Lalitha</i>
35	Smt.T.Annalakshmi	Assistant Professor - English	<i>T. Annalakshmi</i>
36	Ms.Sankara Parvathi	Assistant Professor - Computer Science	<i>P. Sankara Parvathi</i>

Saravambha
Secretary

M. Malarvizhi
Principal


Renuka
IQAC Coordinator


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TIRUNELVELI- 627 011

Meeting Number: 55

12.09.2020

Agenda:

1. To discuss about the status of completion of college magazine.

Resolutions made:

1. Decided to proof read all the pages of the magazine once again and carry out the suggested corrections before printing.

Members present:

S No	Name of the Member	Status/Class	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
Prof.	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M.Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. N.Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
5	Dr.(Smt.) A.Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalekshmi</i>
6	Smt. P. Rajeswari	Faculty - Commerce (CS)	<i>P. Rajeswari</i>
7	Smt. P. Subbulakshmi	Faculty - IT	<i>P. Subbulakshmi</i>
8	Smt. M. Karthika	Faculty - Tamil	<i>M. Karthika</i>
9	Smt. S. Gomathy	Librarian	<i>S. Gomathy</i>
10	Selvi. T. Anunithiya	Faculty - English	<i>S. Anunithiya</i>
11	Selvi. P. K. Kasthuri	Faculty - Sanskrit	<i>P. K. Kasthuri</i>
12	Selvi. Nambia @ Muruganathi	Physical Director	<i>Nambia Muruganathi</i>
13	Smt. Kohila L.K	Technical work	<i>L.K. Kohila</i>

Saravanabhavapriya

Secretary

M. Malarvizhi

Principal



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TIRUNELVELI- 627 011

Meeting Number: 56

08.10.2020

Agenda:

1. To evaluate departmental forum activities with appropriate documental proofs.

Resolutions made and Action taken:

1. Departments were instructed to submit updated report along with the evidences of all the forum activities.

Members present:

S.No.	Name	Portfolio	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
2	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M.Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. N.Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
5	Dr. (Smt.) R.Muthulakshmi	HOD - Commerce	<i>R. Muthulakshmi</i>
6	Smt. V.Rajarajeswarai	HOD - Chemistry	<i>V. Rajarajeswarai</i>
7	Dr. (Smt.) N.Kamala	HOD - Commerce(CS)	<i>N. Kamala</i>
8	Dr.(Smt.)V.Vallinayagi	HOD - Comp. Sci.	<i>V. Vallinayagi</i>
9	Selvi.B.Revathy	HOD - Mathematics	<i>Selvi</i>
10	Dr. (Smt.) T.Kalavathi	HOD - Economics	<i>T. Kalavathi</i>
11	Dr. (Smt.) T. Dhanalakshmi	HOD - Tamil	<i>T. Dhanalakshmi</i>
12	Smt. N. Lavanya	HOD - Business Administration, Autonomous Coordinator	<i>N. Lavanya</i>
13	Smt. G. Magara Jothilakshmi	HOD - Physics	<i>S. Magara Jothilakshmi</i>
14	Dr.(Selvi.) A.Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
15	Dr.(Smt.) K.Ramalakshmi	Controller, Autonomy	<i>K. Ramalakshmi</i>
16	Dr. V. Sangeetha	Autonomous Joint Coordinator	<i>V. Sangeetha</i>
17	Smt. S. Kanagasankari	Assistant Professor - IT	<i>S. Kanagasankari</i>
18	Selvi. P. K. Kasthuri	Assistant Professor - Snaskrit	<i>P. K. Kasthuri</i>
19	Selvi. A. Muthuselvi	Assistant Professor - Sanskrit	<i>A. Muthuselvi</i>
20	Smt. T. Vennimalai	Assistant Professor - Mathematics	<i>T. Vennimalai</i>
21	Smt. M. Sembali Sumathi	Assistant Professor - CS	<i>M. Sembali Sumathi</i>
22	Selvi. H.. Karthika	Assistant Professor - English	<i>H. Karthika</i>
23	Dr. V. Gokula Nachiyar	Assistant Professor - Commerce (CS)	<i>V. Gokula Nachiyar</i>
24	Ms.Vijayalakshmi. S	Assistant Professor - Physics	<i>S. Vijayalakshmi</i>
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27	Smt.M.Karthiga	Assistant Professor - Tamil	<i>M. Karthiga</i>
28	Dr(Smt).P.Anna Baby	Assistant Professor - Economics	<i>P. Annababy</i>
29	Ms.A.Shunmuga Priya	Assistant Professor - Mathematics	<i>A. Shunmuga Priya</i>
30	Ms.S.Rajeswari	Assistant Professor - Chemistry	<i>S. Rajeswari</i>
31	Smt.M.Sudar Veni	Assistant Professor -	<i>M. Sudar Veni</i>
32	Dr.(Smt).Pushpalatha	Assistant Professor - Commerce (CS)	<i>P. Pushpalatha</i>
33	Ms.Ramalakshmi. S	Assistant Professor - English	<i>S. Ramalakshmi</i>
34	Smt.M.Lalitha	Assistant Professor - English	<i>M. Lalitha</i>
35	Smt.T.Annalakshmi	Assistant Professor - English	<i>T. Annalakshmi</i>
36	Ms.Sankara Parvathi	Assistant Professor - Computer Science	<i>P. Sankara Parvathi</i>

Saravanabhavapriya
Secretary



M. Malarvizhi
Principal



Renuka
IQAC Coordinator

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19.10.2020

Meeting Number: 57

Agenda:

1. Preparation of special issue for Pragnavani with the students research projects.

Resolutions made:

1. It is decided that all UG, PG final year and M. Phil students are instructed to submit the abstract/extended abstract/full paper in the Pragnavani special issue November 2020.

Members present:

S.No.	Name	Portfolio	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>[Signature]</i>
2	Prof.(Major) P. Chandrasekaran	Director	<i>[Signature]</i>
3	Dr. (Smt.) M.Malarvizhi	Principal	<i>[Signature]</i>
4	Smt. N.Renuka	IQAC Coordinator, HOD - English	<i>[Signature]</i>
5	Dr. (Smt.) R.Muthulakshmi	HOD - Commerce	<i>[Signature]</i>
6	Smt. V.Rajarajeswarai	HOD - Chemistry	<i>[Signature]</i>
7	Dr. (Smt.) N.Kamala	HOD - Commerce(CS)	<i>[Signature]</i>
8	Dr.(Smt.)V.Vallinayagi	HOD - Comp. Sci.	<i>[Signature]</i>
9	Selvi.B.Revathy	HOD - Mathematics	<i>[Signature]</i>
10	Dr. (Smt.) T.Kalavathi	HOD - Economics	<i>[Signature]</i>
11	Dr. (Smt.) T. Dhanalakshmi	HOD - Tamil	<i>[Signature]</i>
12	Smt. N. Lavanya	HOD - Business Administration, Autonomous Coordinator	<i>[Signature]</i>
13	Smt. S.Magara Jothilakshmi	HOD - Physics	<i>[Signature]</i>
14	Dr.(Selvi.) A.Mahalakshmi	IQAC Steering Coordinator	<i>[Signature]</i>
15	Dr.(Smt.) K.Ramalakshmi	Controller, Autonomy	<i>[Signature]</i>
16	Dr. V. Sangeetha	Autonomous Joint Coordinator	<i>[Signature]</i>
17	Smt. S. Kanagasankari	Assistant Professor - IT	<i>[Signature]</i>
18	Selvi. P. K. Kasthuri	Assistant Professor - Snaskrit	<i>[Signature]</i>
19	Selvi. A. Muthuselvi	Assistant Professor - Sanskrit	<i>[Signature]</i>
20	Smt. T. Vennimalai	Assistant Professor - Mathematics	<i>[Signature]</i>
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22	Selvi. H. Karthika	Assistant Professor - English	<i>[Signature]</i>
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25	Dr.(Smt).Kavitha	Assistant Professor - Commerce	<i>[Signature]</i>
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28	Dr(Smt).P.Anna Baby	Assistant Professor - Economics	<i>[Signature]</i>
29	Ms.A.Shunmuga Priya	Assistant Professor - Mathematics	<i>[Signature]</i>
30	Ms.S.Rajeswari	Assistant Professor - Chemistry	<i>[Signature]</i>
31	Smt.M.Sudar Veni	Assistant Professor - Computer Applications	<i>[Signature]</i>
32	Dr.(Smt).Pushpalatha	Assistant Professor - Commerce (CS)	<i>[Signature]</i>
33	Ms.Ramalakshmi. S	Assistant Professor - English	<i>[Signature]</i>
34	Smt.M.Lalitha	Assistant Professor - English	<i>[Signature]</i>
35	Smt.T.Annalakshmi	Assistant Professor - English	<i>[Signature]</i>
36	Ms.Sankara Parvathi	Assistant Professor - Computer Science	<i>[Signature]</i>

[Signature]
Secretary



IQAC Coordinator



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Meeting Number: 58

11.11.2020

Agenda:

1. To discuss about the conduction of classes for Certificate and Diploma Programmes through online.
2. To discuss and decide the date of III CIA.
3. To discuss about the conduct of Alumnae (OSA) meeting through online mode.
4. To discuss about the registration in NITI AAYOG.
5. To discuss about the implementation of LMS.
6. To discuss about the introductory /intensive classes for Music, Library and PESSY through online.

Resolutions made:

1. Decided to conduct one Certificate programme for I, II and III UG and one Diploma Programme for I and II PG through online.
2. Decided to consider average of two formative examinations for assessment because of COVID 19 pandemic.
3. Instructed to conduct department wise Alumnae Meet.
4. All the Doctorates are instructed to register in NITI AAYOG.
5. Decided to conduct a trial meet in the departments by the department LMS Coordinator and collect feedback.
6. One hour per week is allotted for all the I years for Music, Library and PESSY.

Members present:

S No	Name of the Member	Status/Class	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Yatiswari Saravanabhavapriya Amba</i>
2	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M. Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. M. Indra	Vice Principal, HOD - IT	<i>M. Indra</i>
5	Smt. N. Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
6	Dr. (Smt.) R. Muthulakshmi	HOD - Commerce	<i>R. Muthulakshmi</i>
7	Smt. V. Rajarajeswarai	HOD - Chemistry	<i>V. Rajarajeswarai</i>
8	Dr. (Smt.) N.Kamala	HOD - Commerce(CS)	<i>N. Kamala</i>
9	Dr. (Smt.) T. Kalavathi	HOD - Economics	<i>T. Kalavathi</i>
10	Smt. M. Vijalakshmi	Faculty- Computer Science	<i>M. Vijalakshmi</i>
11	Selvi. B. Revathy	HOD- Mathematics	<i>Selvi. B. Revathy</i>
12	Smt. P. Anusha	HOD- Comp. Appls.	<i>P. Anusha</i>
13	Dr.(Smt.) A. Arunadevi	Dean- Research and Development	<i>A. Arunadevi</i>
14	Dr.(Smt.) T. Dhanalakshmi	HOD-Tamil	<i>T. Dhanalakshmi</i>
15	Smt. N. Lavanya	HOD - Business Administration, Autonomous Coordinator	<i>N. Lavanya</i>
16	Dr.(Smt.) A. Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
17	Dr.(Smt.) K. Ramalakshmi	Controller, Autonomy	<i>K. Ramalakshmi</i>
18	Smt. M. Magara Jothilakshmi	HOD - Physics	<i>S. Magara Jothilakshmi</i>
19	Dr.(Smt.) V. Sangeetha	Autonomous Joint Coordinator	<i>V. Sangeetha</i>

Secretary

Principal

IQAC Coordinator



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Meeting Number: 59

08.01.2021

Agenda:

- To submit proposal for funded project from TANSICHE.

Resolutions made:

- All faculty members are instructed to prepare and submit proposal to TANSICHE on or before. (18.01.2021)

Members present:

S No	Name of the Member	Status/Class	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
Prof.	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M. Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. M. Indra	Vice Principal, HOD - IT	<i>M. Indra</i>
5	Smt. N. Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
6	Dr.(Smt.) A. Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
7	Ananthi . D	BBA	<i>D. Ananthi</i>
8	Archana Devi . P	English	<i>P. Archana Devi</i>
9	Aruha . P	Computer applications	<i>P. Aruha</i>
10	Divya Bharkavi . S	Computer Applications	<i>S. Divya Bharkavi</i>
11	Gomathi . M	Education	<i>M. Gomathi</i>
12	Kogula Nachiar . V	CCS	<i>V. Kogula Nachiar</i>
13	Krishnaveni . G	BBA	<i>G. Krishnaveni</i>
14	Niranjana Devi . K	Physics	<i>K. Niranjana Devi</i>
15	Pandiarani . S	Chemistry	<i>S. Pandiarani</i>
16	Petchiammal . P	Tamil	<i>P. Petchiammal</i>
17	Sathya . R	Physics	<i>R. Sathya</i>
18	Shankari . P	Education	<i>P. Shankari</i>
19	Sruthi velvizhi . A	BBA	<i>A. Sruthi velvizhi</i>
20	Thanga Malika . D	Physics	<i>D. Thanga Malika</i>
21	Thiraviyakani . A	Education	<i>A. Thiraviyakani</i>
22	Vimala . S	Computer Applications	<i>S. Vimala</i>

Saravanabhavapriya
Secretary

M. Malarvizhi
Principal



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Meeting Number: 60

20.01.2021

Agenda:

1. Conduct of Tally and Competitive Skill courses for all the III years.

Resolutions made:

1. Decided to conduct and complete the course content on or before 31.03.2021
2. Duration and venue of the classes left to the discretion of the course teachers following the pandemic SOP.

Members present:

S No	Name of the Member	Status/Class	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
Prof.	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M. Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. M. Indra	Vice Principal, HOD - IT	<i>M. Indra</i>
5	Smt. N. Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
6	Dr.(Smt.) A. Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
7	Ananthi . D	BBA	<i>Ananthi</i>
8	Archana Devi . P	English	<i>Archana Devi</i>
9	Anuha . P	Computer applications	<i>P. Anuha</i>
10	Divya Bharkavi . S	Computer Applications	<i>Divya Bharkavi</i>
11	Gomathi . M	Education	<i>M. Gomathi</i>
12	Kogula Nachiar . V	CCS	<i>V. Kogula Nachiar</i>
13	Krishnaveni . G	BBA	<i>G. Krishnaveni</i>
14	Niranjana Devi . K	Physics	<i>K. Niranjana Devi</i>
15	Pandiarani . S	Chemistry	<i>S. Pandiarani</i>
16	Petchiammal . P	Tamil	<i>P. Petchiammal</i>
17	Sathya . R	Physics	<i>R. Sathya</i>
18	Shankari . P	Education	<i>P. Shankari</i>
19	Sruthi velvizhi . A	BBA	<i>A. Sruthi velvizhi</i>
20	Thanga Malika . D	Physics	<i>D. Thanga Malika</i>
21	Thiraviyakani . A	Education	<i>A. Thiraviyakani</i>
22	Vimala JS . S	Computer Applications	<i>S. Vimala</i>

Saravanabhavapriya Secretary *M. Malarvizhi* Principal



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Meeting Number: 61

02.02.2021

Agenda:

1. Conduct of study hours in the hostel and allocation of responsibilities to the resident faculty members.
2. Safety and security of students and resident staff-adherence of duty register, movement register etc.,

Resolutions made and action taken:

1. Duty responsibility for study hours and holiday roster was prepared and displayed in the hostel notice board for effective administration.
2. Resident faculty members were requested to serve in liaison with Sisters coordinating with Assistant wardens and Student leaders.
3. Instructed to conduct silent, perfect, study hour supervision and to avoid group study.
4. Faculty members were suggested to give counselling to the students for their effective contribution
5. Resident faculty members were instructed to adhere the movement register meticulously.
6. On holidays resident faculty members have to take responsibility with mutual flexibility.

Members present:

S No	Name of the Member	Status/Class	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
2	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M. Malarvizhi	Principal	<i>M. Malarvizhi</i>
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7	Ananthi . D	BBA	<i>D. Ananthi</i>
8	Archana Devi . P	English	<i>P. Archana Devi</i>
9	Anuna . P	Computer applications	<i>P. Anuna</i>
10	Divya Bharkavi . S	Computer Applications	<i>S. Divya Bharkavi</i>
11	Gomathi . M	Education	<i>M. Gomathi</i>
12	Kogula Nachiar . V	CCS	<i>V. Kogula Nachiar</i>
13	Krishnaveni . G	BBA	<i>G. Krishnaveni</i>
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15	Pandiarani . S	Chemistry	<i>S. Pandiarani</i>
16	Petchiammal, P	Tamil	<i>P. Petchiammal</i>
17	Sathya . R	Physics	<i>R. Sathya</i>
18	Shankari . P	Education	<i>P. Shankari</i>
19	Sruthi velvizhi . A	BBA	<i>A. Sruthi velvizhi</i>
20	Thanga Malika . D	Physics	<i>D. Thanga Malika</i>
21	Thiraviyakani , A	Education	<i>A. Thiraviyakani</i>
22	Vimala . S	Computer Applications	<i>S. Vimala</i>

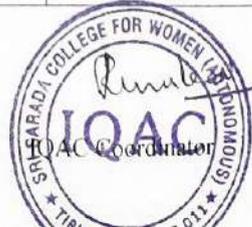
Saravanabhavapriya

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M. Malarvizhi

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Meeting Number: 62

10.02.2021

Agenda:

1. Fixation of dates for various major events in the even semester.

Resolutions made:

1. Proposed to conduct Lighting Ceremony, Blessing Ceremony and College Day celebrations on suitable dates adhering SOP, depending upon further status of pandemic and communication from concerned authorities
2. Decided to conduct CIA-I from February 22nd onwards for UG & PG I and II year students.

Members present:

S No	Name of the Member	Status/Class	Signature
1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
2	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M. Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. M. Indra	Vice Principal, HOD - IT	<i>M. Indra</i>
5	Smt. N. Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
6	Dr.(Smt.) A. Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
7	Ananthi . D	BBA	<i>Ananthi</i>
8	Archana Devi . P	English	<i>P. Archana Devi</i>
9	Anuha - P	Computer applications	<i>P. Anuha</i>
10	Divya Bharkavi . S	Computer Applications	<i>S. Divya Bharkavi</i>
11	Gomathi . M	Education	<i>M. Gomathi</i>
12	Kogula Nachiar, V	CCS	<i>V. Kogula Nachiar</i>
13	Krishnaveni . G	BBA	<i>G. Krishnaveni</i>
14	Niranjana Devi . K	Physics	<i>K. Niranjana Devi</i>
15	Pandiarani . S	Chemistry	<i>S. Pandiarani</i>
16	Petchiammal, P	Tamil	<i>P. Petchiammal</i>
17	Sathya . R	Physics	<i>R. Sathya</i>
18	Shankari . R	Education	<i>R. Shankari</i>
19	Sruthi velvizhi . A	BBA	<i>A. Sruthi velvizhi</i>
20	Thanga Malika . D	Physics	<i>D. Thanga Malika</i>
21	Thiraviyakani , A	Education	<i>A. Thiraviyakani</i>
22	Vimala . S	Computer Applications	<i>S. Vimala</i>

Saravanabhavapriya Secretary
M. Malarvizhi Principal



SRI SARADA COLLEGE FOR WOMEN
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 A Branch of Ramakrishna Tapovanam, Tirupparaiturai
 Ariyakulam, Tirunelveli Thoothukudi-High Road, Maharaja Nagar Post
TIRUNELVELI- 627 011

Meeting Number: 63

23.03.2021

Agenda:

- To discuss about the continuation of classes on pandemic based closure of college.

Resolutions made:

- It is decided to conduct online classes for all the year from 24.03.2021 and CIA II internal exam as online exam for I and II year UG and all PG.

Members present:

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1	Yatiswari Saravanabhavapriya Amba	Secretary	<i>Saravanabhavapriya</i>
Prof.	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
3	Dr. (Smt.) M. Malarvizhi	Principal	<i>M. Malarvizhi</i>
4	Smt. M. Indra	Vice Principal, HOD - IT	<i>M. Indra</i>
5	Smt. N. Renuka	IQAC Coordinator, HOD - English	<i>Renuka</i>
6	Dr.(Smt.) A. Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
7	Ananthi .D	BBA	<i>D. Ananthi</i>
8	Archana Devi .P	English	<i>P. Archana</i>
9	Anuha .P	Computer applications	<i>P. Anuha</i>
10	Divya Bharkavi .S	Computer Applications	<i>S. Divya Bharkavi</i>
11	Gomathi .M	Education	<i>M. Gomathi</i>
12	Kogula Nachiar .V	CCS	<i>V. Kogula Nachiar</i>
13	Krishnaveni .G	BBA	<i>G. Krishnaveni</i>
14	Niranjana Devi .K	Physics	<i>K. Niranjana</i>
15	Pandiarani .S	Chemistry	<i>S. Pandiarani</i>
16	Petchiammal, P	Tamil	<i>P. Petchiammal</i>
17	Sathya .R	Physics	<i>R. Sathya</i>
18	Shankari .P	Education	<i>P. Shankari</i>
19	Sruthi velvizhi. A	BBA	<i>A. Sruthi</i>
20	Thanga Malika .D	Physics	<i>D. Thanga Malika</i>
21	Thiraviyakani . A	Education	<i>A. Thiraviyakani</i>
22	Vimala .S	Computer Applications	<i>S. Vimala</i>

Saravanabhavapriya
Secretary

M. Malarvizhi
Principal



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TIRUNELVELI- 627 011

Meeting Number: 64 (Special Meeting)

07.05.2021

Agenda:

1. To discuss the modalities and requirements for conduct of End Semester Summative Examination (ESSE) under autonomous.
2. To discuss about the finalisation of inter department audit.
3. To update/submission of the CIA marks for 3 semesters of 19-20 batch and 1 semester of 2020-21 batch candidates
4. Submission of consolidated marks of all programmes by the course/class teachers for 20-21 odd semester
5. Other matters if any.

Resolutions made:

1. Proposed to start the Autonomous ESSE from 12-5-2021 with 11 days for preparation after the last contact day ie 30-4-2021
2. Suggested the Course teacher to coordinate with CoEA for respective examination on respective dates for the delivery of questions to the candidates and uploading of answer scripts by the candidates.
3. Realising the pandemic issue, 50% of staff members of each department are expected to visit the departments on Tuesdays and Fridays for completion of works/future planning/research/course preparation/NAAC/project etc
4. The last date proposed for submission of department audit report is 17-5-21
5. Considering the pandemic academic year 20-21, it is proposed/instructed to have the extension of Vice Principal and Students Vice President assignments for the 21-22 academic year also.

Members present:

S No	Name of the Member	Status	Signature
1.	Yatiswari Saravanabhavapriya	Secretary	<i>Saravanabhavapriya</i>
2.	Yatiswari Thavapriya	Member	<i>Y. Thavapriya</i>
3.	Prof.(Major) P. Chandrasekaran	Director	<i>P. Chandrasekaran</i>
4.	Dr. (Smt.) M. Malarvizhi	Principal	<i>M. Malarvizhi</i>
5.	Smt. N. Lavanya	HOD- Business Administration	<i>N. Lavanya</i>
6.	Dr.(Smt.) A. Mahalakshmi	IQAC Steering Coordinator	<i>A. Mahalakshmi</i>
7.	Dr K Ramalakshmi	CoEA	<i>K. Ramakshmi</i>
8.	Dr Kalavathi. T	HOD-Economics	<i>T. Kalavathi</i>

Saravanabhavapriya
Secretary

M. Malarvizhi
Principal



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TIRUNELVELI- 627 011

Meeting Number: 65

21.05.2021

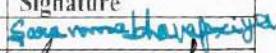
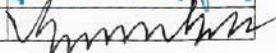
Agenda:

1. Admission procedures for the year 2021-2022.
2. Submission of consolidated CIA marks of II and IV semesters of autonomous stream.
3. Instructions on H-questions.

Resolutions made:

1. It is proposed to get a written letter/mail with signature from the students of our college/others who are willing to join PG and M. Phil in our college to fill the management quota provided the candidate is in possession of required qualification. Also to collect any one mark certificate and a nominal fee as an advance payment to confirm the seat.
2. Instructed to submit Consolidated Continuous Internal Assessment (Formative) marks on 25.05.2021 through mail.
3. HoDs are instructed to contact each class once in a week through online platform for counselling for building confidence to face the pandemic situation and preparing for examinations.
4. Class counsellors are instructed to guide and counsel the wards daily or once in two days through online platform on academics, personnel management, creative and constructive role in the family with futuristic perspective.
5. Instructed to prepare H Questions (adhering Bloom's principle) for 1/3/5 semester courses of autonomous stream. Also suggested to resubmit H questions for those departments who are with deficiencies.
6. All the staff are instructed to have calendar copy and some basic data with them always as soft or hard copy.
7. One year long pending from faculty members for the suggestions towards proposed revamping of website is reminded with.
8. MSW programme incharge is directed to follow continuously the activities to be done with in consultation with University through our college office.
9. Whatever the FDP/Workshop or other events are informed the participation details may be shared to T&D Dean. Also to direct the staff and PG/MPhil/PhD scholars to participate.
10. Magazine work update to be shared with all concerned.
11. LMS responsibility with VP and Dr Gokulanachiar is appreciated. The developments have to be shared by mail/phone to all IPDS so that the host may feel comfortable as it is a honorary work.
12. Advance initiative taken for the celebration of World Environment Day 21 by Ms Lakshmi from the department of Chemistry is appreciated.
13. On receipt of official communications or WhatsApp messages to the office or Principal or to the assigned people of various forums have to be responded with immediate supervision by Principal, IQAC, VP, SVP in coordination with OS.

Members present:

S No	Name of the Member	Status	Signature
1.	Yatiswari Saravanabhavapriya	Secretary	
2.	Prof.(Major) P. Chandrasekaran	Director	

3.	Dr. M. Malarvizhi	Principal	M. Malarvizhi
4.	Smt. N. Renuka	IQAC Coordinator	Renuka
5.	Smt. M. Indra	Vice Principal	M. Indra
6.	Smt. R. Muthulakshmi	HOD - Commerce	R. Muthulakshmi
7.	Smt. V. Rajarajeswari	HOD - Chemistry	V. Rajarajeswari
8.	Dr. N. Kamala	HOD - Commerce (CS)	N. Kamala
9.	Selvi B. Revathy	HOD - Mathematics	Selvi B. Revathy
10.	Dr Kalavathi	HOD -Economics	Dr Kalavathi
11.	Smt. M. Vijayalakshmi	Students' Vice President	M. Vijayalakshmi
12.	Smt. P. Anusha	HOD - Computer Applications	P. Anusha
13.	Smt. N. Lavanya	HOD- BBA, Autonomous Coordinator	N. Lavanya
14.	Dr. T. Dhanalakshmi	HOD - Tamil	T. Dhanalakshmi
15.	Dr.(Smt.) A. Mahalakshmi	IQAC Steering Coordinator	A. Mahalakshmi
16.	Dr. V. Sangeetha	Autonomous Joint Coordinator	V. Sangeetha
17.	Smt. M. Magarajothi Lakshmi	HOD-Physics	M. Magarajothi Lakshmi
18.	Selvi. P. K. Kasthuri	HOD- Sanskrit	Selvi. P. K. Kasthuri
19.	Smt. B. Parvathi Devi	Faculty -CS	B. Parvathi Devi
20.	Dr. M. Malini	Director-CA	Dr. M. Malini

Sasaramabharapooja

Secretary

M. Malarvizhi

Principal

