

Sri Kaliswari College (Autonomous)  
Sivakasi  
I/RAC

Date : 31 July, 2017  
Meeting with the Staff

Place : Principal's chamber

Time : 12.30 p.m.

Date : 31 July, 2017.

Agendum : Participation in  
'SWACHHTA' Ranking of  
Higher Educational  
Institutions

Members Present

Sl. Nos.	NAMES	DESIGNATIONS	SIGNATURES
1.	N. Suresh pandi	Asst. Professor / CS	N. Suresh Pandi
2.	Dr. M. Sujatha	Asst Prof & Head BT	M. Sujatha
3.	L. Priya	Head & AP / CS	L. Priya
3	J. Jasmine Bhaskara	Asst. Prof. of Commerce	J. Jasmine
4.	S. Venkatesh	Asst. Prof. of Com. Sci	S. Venkatesh
5	N. Nehramurugesan	O.S.	N. Nehramurugesan
6	M.S. SENTHIL KUMAR	Associate Professor, Dept of Commerce	M. Senthil Kumar
7.	S. MUTHUCHEDAMBARAM BHARATHI	ASST. PROF of Tamil	S. Muthuchedambaram Bharathi
8.	P. K. BABA MURUGAN	vic. Principal	P. K. BABA MURUGAN
9.	K. Parvathy	Asst. Prof / Sr. Tech	K. Parvathy
10	Venkatam Kumar.	NSS PO	Venkatam Kumar
11	R. Muthulakshmi	Asst Prof of CA	R. Muthulakshmi
12.	K. Lalithambigai	Head, Dept of Maths	K. Lalithambigai
13	Dr. S. Saswathi	Asst. Prof in PU COM	Dr. S. Saswathi
14.	M. Chinnamma	Head. Dept of Com	M. Chinnamma

Minutes

Dr. S. Krishnamurthy, Principal presided over the meeting and spoke on SWACHHTA Ranking of Higher Educational Institutions.

It was decided to participate

in SWACHHTA Ranking.  
The following committee was  
constituted to oversee the  
preparation:

Dr. P.K. Balamurugan	Vice-Principal
Miss R. Muthulakshmi	Vice-Principal
Mr. N. Nekrumungesan	Office Superintendent.

  
Coordinator

  
Principal

Sri Kaliswari College (Autonomous)  
Sivakasi  
I & AC

Date : 2 Aug, 2017  
Meeting with the Staff

Place : Principal's chamber

Time : 4 pm.

Date : 2 Aug, 2017

Agendum : Preparation for  
SWACHHTA Ranking

### Members Present

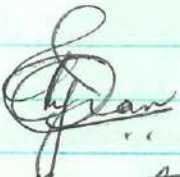
Sl. No.	NAMES	DESIGNATIONS	SIGNATURE
1	N. Sevugapandi	Assistant Professor/CS	N. Suresh
2	S. Venkatesh	Assistant Professor/CS	S. Venkatesh
3	S. Muthuchidambaram	ASST. PROF/TAMIL	S. Muthuchidambaram
4	Venkatesh Kumar P	NSSPO	Venkatesh Kumar P
5	Dr. M. Sujith	Assistant Prof & Head	M. Sujith
6	K. Lalithambigei	Head	K. Lalithambigei
7	L. Priya	Head/CS	L. Priya
8	K. Ramaraj	Head/IP	K. Ramaraj
9	M. S. SENTHIL	Associate Pro. / Com	M. S. SENTHIL
10	Dr. P. K. BALAMURUGAN	Associate Pro	P. K. BALAMURUGAN

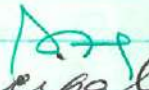
### Minutes

Dr. S. Krishnamurthy, Principal presided over the meeting. He observed that uploading the proforma for the Institutional participation in the SWACHHTA Ranking has been done.

Dr. P. K. Balamurugan reported the measures taken for upkeep and

maintenance of cleanliness ~~and~~ on  
the campus and in the college hostels.

  
Coordinator

  
Principal

# Sri Kaliswari College (Autonomous)

Sivakasi

IBAC

Meeting with the Heads of Depts

Place : Principal's Chamber

Time : 12.30 p.m.

Date : 30 Aug, 2017.

Agendum : Preparation for  
Autonomy Renewal &  
NAAC-Reaccreditation  
(III cycle)

Members Present

S.No.	Names	Designations	Signatures
1.	M. Gurusamy	HOD - Commerce	
2.	K. Ramaraj	HOD of Intra Dept	
3.	M. ARCHANA DEVI	HOD of English	
4.	SANBU NISHA	Director of Physical Education	
5.	A. VENI KRISHNA BHARATHI	LIBRARIAN Chem	AVK
6.	L. V. Parvathi	Com Co	
7.	Dr. M. Malayini	Head - Biotechnology	M. Malayini
8.	Dr. M. Sujatha	Head, Computer Science	
9.	L. Priya	Head, PG Commerce	
10.	Dr. S. Amritha Devi	Head, Tamil	
11.	J. AMUTHA	Head Maths	
12.	K. Lalithambigai	Head Computer Application	
13.	R. Muthulakshmi	Head B.A.	
14.	P. K. MALA MURUGAN	IBAC	
15.	A. Subramanian	O.S.	
16.	N. Nethrumugesan		

## Minutes

Decided to prepare proposals in the revised formats for

- (1) Extension of Autonomy by UGC  
and (2) NAAC Reaccreditation (III cycle)

The following Committees were formed :

Steering Committee :

Dr. K. Rajendran, IQAC Coordinator  
 Dr. P.K. Balamurugan Vice-Principal  
 Miss R. Muthulakshmi Vice-Principal  
 Dr. A. Subramanian, Senior Faculty  
 Dept. of Maths

Miss S. Femina Head,

Working Committee Conveners

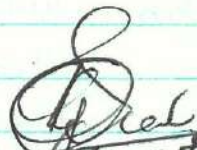
- I Curricular Aspects: Dr. P.K. Balamurugan
- II Teaching, Learning & Evaluation : Miss R. Kalithambigai
- III Research, Innovation & Extension : Dr. N. Nalayani
- IV Infrastructure & Learning Resources : Mr. M. Gurusamy
- V Student Support & Progression : Miss R. Muthulakshmi
- VI Governance, Leadership & Mgt : Dr. M. Sujatha
- VII Institutional Values & Best Practices : Dr. S. Amutha Rani


Other Committees (1) Report Drafting

(2) Campus Upkeeping & Development

(3) Web Hosting

(4) Technical Support.

  
 Coordinator

  
 Principal

Sri Kaliswari College (Autonomous)  
Sivakasi  
I QAC

Meeting with the Faculty Members

Place : Conference Hall A/c  
Time : 4 p.m.  
Date : 30 Aug., 2017.

Agendum : Revised Guidelines  
by NAAC for Submission  
of SSR for Reaccreditation  
(III Cycle): An  
Introduction

Members Present

Sl.No.	Names	Designations	Signature
1.	J. AMUTHA	Head, TAMIL	J.A. ✓
2.	M. C. KRISHNAMOYI	Head, Com	✓
3.	L. Priya	Head / CS	✓
4.	Dr. N. Malayini	Head / Com CA	✓
5.	K. Ramaraj	Head / I.P.	✓
6.	R. K. Muralidharan	Head, CA	✓
7.	M. ARCHANA DEVI	Head, Eng	✓
8.	P. K. NAGANANDAN	Head / Ann	✓
9.	S. S. S. S. S.	Dept. & Chem	✓
10.	K. Lalithambikai	Head / Arts	K.L.
11.	Dr. Anitha Kumar	Head / H.M.C.S	✓
12.	Dr. S. Amutha Raj	Head, PG Commerce	✓
13.	Dr. M. Jayanthi	Head, BT	✓
14.	Dr. K. Sakthidevi	Asst. Prof. Dept. of Tamil	✓
15.	M. G. Maheswari	Asst. Prof. Dept. CA	✓
16.	J. Maheswari	Tamil	✓
17.	J. Jaya Lakshmi	Tamil	✓
18.	R. Nageswari	Assistant prof.	✓
19.	S. MUTHAIAH	Tamil Asst. Prof.	✓
20.	S. Gomathi	Tamil Asst. Prof	✓
21.	Dr. S. SENTHIL KUMAR	Tamil Asst. Prof	✓
22.	M. Sankar		✓

23	P. Thennazhi	Maths (Ass. Prof)	P. T
24	T. Malai nambirajam	B-com (R)	Yog
25	N. Maheswari	Asst Prof (Maths)	M. M. J.
26	V. STELLAMERI	Asst Prof English	(Signature)
27	P. SHANTHI	Asst Prof (Physics)	J.P.P.
28	D. Jemimah Sweetlin	Asst. Prof (CS)	J.S.M.
29	M. Thiravarakki	Asst. Prof (Maths)	(Signature)
30	S. Kamalavani	AP/Com CA	S. Jay
31	M. Andal.	Asst. Prof (Maths)	(Signature)
32	S. Jyothi	"	S. Jyothi
33	M. Pandidevi	"	(Signature)
34	S. Banupriya	Dept of English	(Signature)
35	DR. K. SELVAKUMAR	DEPT. OF BOTANY	(Signature)
36	K. I. Sarapan	Dept of English	(Signature)
37	S. Sankar	Dept of English	(Signature)
38	G. Sanya	Dept of English	(Signature)
39	N. Sanyu Pandi	Dept. of CS	(Signature)
40	M. Kalaswari	Asst. Prof Maths	M. Raj
41	K. Muthulakshmi	Dept of English	(Signature)
42	P. Murugeswari	"	(Signature)
43	P. Krishnapriya	"	(Signature)
44	J. Anitha	"	(Signature)
45	Su Lakshmi	Asst. Lecturer	(Signature)
46	R. Chitra	Dept. of physics	(Signature)
47	M. Siva Sundar	Dept. Com (CA)	(Signature)
48	P. Valli Deivanagai	Dept of Eng	(Signature)
49	M. Ramalingam	Dept of Eng	(Signature)
50	R. Krishnan	Dept of IT	(Signature)
51	G. Vignesa	"	(Signature)
52	Murugeswari	Dept of Eng	(Signature)
53	E. Kiruthika	Dept of Com	(Signature)
54	R. Ueethe	"	(Signature)
55	M. Saranya	Dept of CS	(Signature)
56	A. Rosadevi	Tamil	(Signature)
57	S. Kamathi Priyanka	Dept Com CA	(Signature)
58	S. Prabhavathi	(Signature)	(Signature)
59	S. Thirya	IT	(Signature)
60	A. Sarika Gomathi	IT	(Signature)
61	S. Thanga Pandeeswari	IT	(Signature)

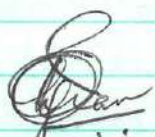


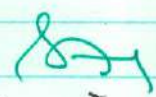
58	R. GRACELIN	CS	RD
59	M. Shanmuga Eswari	CS	my
60	S. Moikkani	Chemistry	my
61	T. Jayaprakash	Physics	my
62	DR. S. PRAKASH	BT	my
63	K. Ramaraj	BT	my
64	K. SIVA	BT	my
65	P. Kalleswaran	Chem	my
66	S. V. Parvathi	BCA	my
67	S. Venkatesh	CS	my
68	R. Sarikale	Tamil	my
69	M. Manugalakshmi	BCA	my
61	S. Sathish Kumar	PT	my
62	J. Maria Jeyapriya	Maths	my
63	G. Kosalai	Maths	my
64	MS. R. Thiribhuvaneswari	Botany	my
65	M. VIMAL BHARATI	Phy Ed	my
66	S. Manikandan	Phy Ed.	my
67	S. Anand Nisha Jeba Souder	Phy. Edu	my
68	R. Babakaran	BCA	my
69	A. Karmeluh	CS	my
70	J. Siva Sankar	Phy	my
71	Sgn. Anand Pragasam	Phy Ed	my
72	Ch. Kirthi Pandian	Com (CA)	my
73	V. Thimmayyan	CS	my
74	S. Ajith Kumar	BBA	my
75	Dr. K. Sedasht Kumar	Pulcom	my
76	Dr. V. Lalshama Kumar	Pulcom	my
77	Dr. K. Kulethya Perum	Com	my
78	A. Venkateshna Bharathi	Lib	my
79	Dr. K. Manikandan	B.T	my
80	A. Poethi	B.Tech	my
81	L. T. Parvathi	Chem	my
82	G. Maneswari	Biotech	my
83	V. Shanmugavel	Eng	my
84	M. S. SATHI	Com	my
85	R. MURTHU KUMAR	Amca	my
86	M. Rajan Kumar	Com (CA)	my

87	V. Mahalakshmi	CS	(M)
88	K. Poikodi	Tamil	b. Nair
89	M. Revatheeswari	CS	(M)
90	S. Palanidharan	BBA	S. Palanidharan
91	F. MANOJKUMAR.	B.com(CA)	F.M.
92	P. Rajeswari	Com	(M)
93	DR. A. SARVALINGUAM	BOTANY	A. Sarvalingam
94	C. Thanga Priya	Chem	(M)
95	P. M. S. S. S. S.	TEMPCS	(M)
96	Venkatesh Kumar	BBA	(M)
97	C. TELASEELAN	BCA	(M)
98	R. RAVICHANDRAN	chem	R. Ravi
99	Jr. Manikandan	Botany	(M)
100	A. BAWAZ	Phoneme	(M)
101	C. Manimekalai	B.com(CA)	(M)
102	S.P. Suba Devi	B.com(CA)	(M)
103	S. Maniyan	B.com(CA)	(M)
104	S. Saravathi	M.com	(M)
105	T. Santhe Christin	Eng	(M)
106	K. MUTHU SELVI	BBA	(M)
107	DR. S. Parjatharam	Tamil	(M)
108	R. NAKA ANADRAKASHA	BT	R. Nair
109	M. Sathya	BBA	(M)
110	R. Geetha.	Library.	R. Geetha 1.9.17.
111	A. PANDILAKSHMI.	BBA	(M)
112	M. Nageswari	BBA	(M)
113	M. Ramamoorthy	B.com(CA)	(M)
114	M. Sankar	B.Tamil	(M)
115	B. Jeyaraj	Com/MS	(M)
116	P. Devi	BT	(M)
117	M. Balraj	Tamil	(M)
118	M. Muralakshmi	Chem	(M)
119	K. Jeyapathi	BCA	(M)
120	G. Perumal	CS	(M)
121	A. B. Franklin	Com	(M)
122	M. Geetha	Com	(M)
123	T. Srinani	BT	(M)
124	A. Subramanian	Maths	(M)
125	N.R. Nagarajan	com(CR)	(M)

Minutes

Dr. K. Rajendran, IQAC Coordinator introduced the Revised guidelines prescribed by NAAC for submission of Self Study Report for Reaccreditation (III cycle).

  
Coordinator

  
Principal

Sri Kaliswari College (Autonomous)  
Sivakasi  
IQAC

Meeting with Members of IQAC,  
Steering Committee and Working  
Committees for the preparation of  
IQA & SSR.

Place : Meeting Hall A/c

Time : 3 p.m.

Date : 8 September, 2017

Agenda : 1. Procedural Details for  
AKA of HEIs  
2. Dates for Submission  
of reports for Extension  
of Autonomy & NAAC  
Reaccreditation (III cycle)

Members Present

Sl. No.	NAMES	DESIGNATIONS	SIGNATURES
1.	Dr S. Poojitham	Associate Prof. in Tamil	SP
2.	K. Lakshmi	Head, Dept of Maths	KL
3.	P. Pitchaikani	COE	PP
4.	S. Jayalaxshmi	Associate Prof.	sl
5.	Dr. S. Saravathi	Assistant Prof of QA Com	S
6.	Dr. S. Amrutha Bani	Head, Dept of PL Com	AB
7.	A. Roshani	Assistant Prof of Tamil	A
8.	VENI KRISHNA BHARATHIA	Librarian	AV
9.	J. Amrutha	Head, Tamil Dept.	J
10.	R. Selvi	Assistant Professor	B
11.	S. Meena Devi	Assist. Prof. in Maths	S.M.
12.	M. Saranya	Assist. Prof. Dept of CS	MS
13.	L. Priya	Head & AP, Dept. of CS	LP
14.	M. Murugala kshmi	Assist Prof. Dept of Chem	M
15.	L.T. Parvathi	Head, Dept of Chem	LP
16.	Dr. N. Malayini	Head, Commerce	N
17.	Dr. M. Sujitha	Head, Biotech	M-Sujitha
18.	S. Banupriya	Asst. Prof. Dept of English	S
19.	S. Femina	Head, Dept. of English	S

S. No	Names	Designation	Signature
20	K. P. Swapna	Assistant Prof.	[Signature]
21	J. Santha Christina	Assistant Prof.	[Signature]
22	S. S. Sathi	Assistant Prof.	[Signature]
23	Venkatesh Kumar	Asst. Prof. in BBA	[Signature]
24	V. Thimmarajam	Asst. Prof. in CS	[Signature]
25	G. Keethiga Subramani	Head Dept of Phys	[Signature]
26	K. Ramaraj	Head / IP	[Signature]
27	C. SENTHIL NATHAN	Asst. Prof. in Tamil.	[Signature]
28	S. Anitha Kumar	Asst. Prof. H.M.S	[Signature]
29	T. Jeyaprakash	Asst. Prof. of Physics	[Signature]
30	K. Ganeshbabu	Asst. Prof. Computer Application	[Signature]
31	G. Ramkumar	Asst. Prof. Computer Science	[Signature]
32	T. Srinam	Asst. Professor of Biotechnology	[Signature]
33	Dr. K. Sadashtan	Associate Prof. in Per Commerce	[Signature]
34	M. Ramamoorthy	Associate Prof. in Commerce (A) - In	[Signature]
35	M. Gurusamy	Head, Associate Prof. of Commerce - In	[Signature]
36	K. Sathieswari	Jr. Asst.	[Signature]
37	N. Nehruvasugesan	O.S.	[Signature]
38	S. Alagababu	Dep. of Chemistry	[Signature]
39	R. NARAYANAPRAKASH	BT	[Signature]
40	K. Radhika	Officer	[Signature]
41	A. Subramanian	Senior Faculty	[Signature]
42	P. K. BALAMURUGAN	Vice-Chancellor	[Signature]
43	N. R. Nagarajan	senior Faculty	[Signature]

### Minutes

Dr. S. Krishnamurthy, Principal presided over the meeting.

The Procedural details for Assessment and Accreditation (A&A) of Higher Educational Institutions (HEIs) were explained by Dr. K. Rajendran, IBAE Coordinator.

Dates for the submission of the reports for Extension of Autonomy and NAAC Reaccreditation

(III cycle) were fixed as follows:

I UGC Extension of Autonomy  
2017-2018

Submission of Proposal: September, 2017

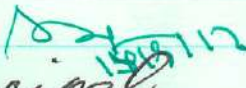
II NAAC-Reaccreditation (III cycle)  
Reaccreditation Valid upto 7 July '18.

Submission of Criterion wise  
reports by Conveners: 30 Sep, 2017

Submission of Institutional  
Information Quality Assessment; 1.11.2017  
(IIRA)

Submission of Self-Study  
Report (SSR) : November, 2017

  
Coordinator

  
Principal

Sri Kaliswari College (Autonomous)

Sivakasi

IBAC

Meeting with HODs & Conveners of  
Criteria for reviewing the NAAC  
Reaccreditation (Third cycle) process

Place : Meeting Hall A/c

Time : 3.15 p.m.

Date : 4 October, 2017

Agenda : Reviewing the NAAC  
Reaccreditation (Third cycle)  
Process &

Other matters, if any.

Sl.No.	NAMES	DESIGNATIONS	SIGNATURE
1.	R. Muthulakshmi	HOD, Dept of CA	R. Muthul
2.	Dr. S. Amutha Devi	Head, PG Com	S. D. D.
3.	J. Amutha	Head, Dept of Tamil	J.
4.	L. Priya	Head, Dept. of CS	L. P.
5.	A. VENI KRISHNA BHARATHI.	LIBRARIAN	AV
6.	S. ANBU NISHA JEBASAMUDAR	Director of Physical Education	S. A. N.
7.	L. T. Parvathi	Dept of Chem	L. T.
8.	Dr. M. Sujatha	Dept. of Biotech	M. Sujatha
9.	K. Lalithambikai	Head, Maths Dept.	K. L.
10.	Dr. M. Malayini	Head Commerce CA	M. M.
11.	S. Jemina	Head English	S. J.
12.	S. Ananthil Kumar	Head ITC HMCS	S. A.
13.	G. Kulkarni Subramani	Head Physics	G. K.
14.	M. Gurusamy	Head Commerce	M. G.
15.	K. Ramaraj	Head IIT	K. R.
16.	A. Subramanian	Maths	A. S.
17.	R. NARAYANA PRAKASH	BIO TECH	R. N.

Minutes

Conveners of Criteria 1 to 7 reported  
the status of their preparation for NAAC  
Reaccreditation (Third cycle)

Coordinator

Principal

Sri Kalawari College (Autonomous)  
Sivakasi

Meeting with the Management

Place : Principal's Chamber

Time : 11 a.m.

Date : 21 October, 2017

Agenda: (1) Plan of Action for 2017-2018.  
(2) Review of the Preparation for  
Extension of Autonomy and  
NAAC Reaccreditation (Third Cycle)

Members Present

Sl. No. NAMES DEPARTMENTS SIGNATURES.

Sl. No.	NAMES	DEPARTMENTS	SIGNATURES.
1	R. Muthulakshmi	CA	Rm
2	Dr. S. Amutha Rani	PG Com	
3	L. Priya	Comp. Sci	
4	S. Sampath	Alumna	
5	J. Amutha	Tamil	
6	Dr. N. MALAYINI	Com (CA)	
7	K. Lalithambigai	Maths	k.l.
8	Dr. P.K. Balakrishnan	Maths	
9	Ms. S. Jeyaraj	English	
10	Dr. M. Sajatha	Biotechnology	
11	Mr. G. Kishore Sathyanarayanan	Physics	
12	L.T. Pervathi	Chemistry	

Minutes

Preparation for Extension of Autonomy and NAAC Reaccreditation (Third Cycle) was reviewed.

Plan of Action for 2017-2018

- (1) Painting the College Building
- (2) Maintenance of Rest Rooms in the College and the Hostels
- (3) Video Camera
- (4) College Song
- (5) Percolation Rain Water Harvesting Tank



- (6) LCD Projector for Each Department
- (7) Launching Students' Cooperative Store
- (8) Launching NCC
- (9) Public Address System
- (10) Guideship for Ph.D. Scholars
- (11) Additional MOU with reputed Industries/Institutions
- 12) Touch Screen to Access the details about Students
- 13) Strengthening Research Activities
- 14) Major Research Projects from Funding Agencies
- 15) Student Projects
- 16) More PG Programmes
- 17) Solar Street Lights on the Campus
- 18) Centre for Renewable Energy
- 19) Centre for Waste Management
- 20) Best Teacher and the Best Department Awards
- 21) Spoken Hindi Course for the Staff
- 22) French Course
- 23) Wi-Fi Connectivity on the Campus
- 24) First Aid Kits to all the Departments
- 25) Cashless Transactions
- 26) Publication Division
- 27) Neon Digital Display
- 28) Printers to all the Departments
- 29) Virtual Learning
- 30) More Employability Courses
- 31) More Online Examinations
- 32) Additional Toilet Units for Girls
- 33) Separate Buildings for
  - a) General Library
  - b) ED Skill Programmes
  - c) Coaching Programmes for Competitive Examinations

- 34) Smart Classroom  
35) Extension of Botanical Garden

  
Dean  
Coordinator

  
Principal



Secretary

Sri Kaliswari College (Autonomous)

Sivakasi

IRAC

Meeting with HODs & Conveners  
of Criteria for NAAC Reaccreditation  
(Third Cycle)

Place : Meeting Hall A/c

Time : 2 p.m.

Date : 15-11-2017.

Agenda : (1) Assessment of Preparedness  
for NAAC (Third Cycle) A & A.  
(2) NIRF Registration - 2018.  
(3) Submission of Proposal for  
Extension of Autonomy  
(4) FDP in November, 2017.

Members Present

Sl. No.	NAMES	DESIGNATIONS	SIGNATURE
1.	M. VIMALBHARATHI	Physical Education	m. V. at
2.	S. Anitha Kumari	HMCS	S. Anitha
3.	M. Anuradha	Commerce	M. Anuradha
4.	G. Kulkarna Subramanian	Physic	G. Kulkarna
5.	S. Ajith Kumar	BBA	S. Ajith
6.	K. Ramaraj	IP	K. Ramaraj
7.	K. Lalithambigai	Maths	K. L.
8.	S. Femina	Head, English	S. Femina
9.	R. Selvi	B. Com (CA)	R. Selvi
10.	Dr. S. Amutha Raju	Head, PG Commerce	Dr. S. Amutha
11.	R. Muthulakshmi	HOD, Dept of CA	R. Muthulakshmi
12.	A. Venkateshwar Bhanu	Librarian	A. Venkateshwar
13.	Dr. M. Sujatha	Biotech	Dr. M. Sujatha
14.	J. Amutha	TA Miz.	J. Amutha
15.	M. Murugalakshmi	Chemistry	M. Murugalakshmi
16.	L. Priya	Comp. Science	L. Priya

P.T.O.

Minutes

The Working Committee conveners reported the preparation templates and qualitative metrics for Criteria 1 to 7.

It was decided to submit proposal online for NIRF Registration-2018

It was decided to submit proposal for Extension of Autonomy by University Grants Commission, New Delhi.

It was decided to conduct Faculty Development Programme for Faculty members in November, 2017.

*[Signature]*

Coordinator

*[Signature]*  
Principal 15-11-17

Sri Kaliswari College (Autonomous)

Sivakasi

IQAC.

Meeting with the Members.

Place : Principal's Chamber

Time : 3.10. p.m.

Date : 28-12-2017

Agenda : Sports Day Celebration and  
NPTEL Courses awareness.

Members Present.

S.No.	Names	Designation	Signature
1.	R. Muthulakshmi	Head	R. Ruseul
2.	M. Gurusamy	Head - <del>Science</del>	
3.	M. Sujith	Head	M. Sujith
4.	J. A. <del>...</del>	Head Tamil	
5.	Dr. M. Malayini	Head Com. Cs	
6.	G. K. Nagarajam	Head Physis	
7.	C. Ramani	Head IT	C. Ramani
8.	S. Jeyana	Head, English	
9.	L. T. Parvathi	Head Chem	
10.	Dr. S. Anutha Devi	Head, PG Lem	
11.	L. Priya	Head /cs	
12.	K. Lalithambigai	Head /Mans.	
13.	N. Neelarama Rajeswari	O.S.	

Minutes

Decided to form various committees for the successful completion of activities related to conduct of Sports Day. Faculty members are motivated to join NPTEL Courses offered by various IIT's.

Co-ordinator

Principal.

Sri Kaliswari College (Autonomous)  
Sivakasi

IQAC.  
Meeting with the Members.

Place : Principal's Chamber

Time : 11.30 a.m.

Date : 12/02/2018

Agenda : Academic and Administrative  
Audit by external experts

Members Present.

S.No.	Names	Designation	Signature
1.	R. Muthulakshmi	Head, Dept of CA	Rm
2.	Dr. S. Amutha Devi	Head, PG Commerce	
3.	Ms. S. Jeyana	Head, English	
4.	Dr. M. Sujatha	Head, Biotech	M. Sujat.
5.	Dr. N. MALAYINI	Head, Tamil	
6.	J. A. O.	Head Tamil	
7.	G. Kulkarni Subramania	Head Physio	
8.	M. Anurag	Head - common	
9.	L.T. Parvathi	Head Chem	
10.	K. Ramraj	Head IT	K. Ram.
11.	J. Priya	Head/CS	
12.	K. Lakshambigai	Head/Platus	K.L.

Minutes

Decided to conduct Academic and Administrative Audit by inviting External Experts between 2nd March 2018 and 15th March 2018.

Co-ordinator

Principal.

# Sri Kaliswari College (Autonomous)

Sivakasi

IQAC

Meeting with the Members & Deans

Place : Principal's Chamber

Time : 3.15 p.m.

Date : 19-02-2018

Agenda : Syllabus Revision, Board of Studies and Academic Council

## Members Present.

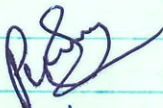
S.No.	Names	Designation	Signature
1.	R. MUTHULAKSHMI	Head, CA	
2.	K. Lakshumbigai	Head, Maths	K.L.
3.	Dr. M. Anrasamy	Head, Com.	
4.	Ms. S. Jeyaraj	Head, English	
5.	Dr. N. M. Aravind	Head, Com.	
6.	Dr. S. Amutha Devi	Head, Phlem	
7.	G. Kuthiga Subramani	Head, Physics	
8.	C. Ramani	Head, IT	
9.	S. Saraswathi	Dean of business science	
10.	L. V. Parvathi	Head, Chem	
11.	J. Anuraj	Head, Tamil	
12.	Dr. M. Sujatha	Head, Biotech	M. Sujath.
13.	M. Saranya	Dean of Applied science	
14.	L. Piyaa	Head, CS	
15.	K.P. SWAPNA	Dean of languages	
16.	S. Meena Devi	Dean of Science	S.M.
17.	N. Nersamugesan	O.S.	

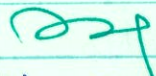
## Minutes

Dr. S. Krishnamurthy, Principal spoke about the importance of syllabus revision by keeping the feedback of stakeholders in mind.

The Deans were informed to take care of the activities with due care.

It was also decided to conduct the Board of Studies of all departments between 20th March and 30th March 2018. and Academic Council in the month of May 2018.

  
Co-ordinator

  
Principal



Sri Kaliswari College (Autonomous)

Sivakasi

IQAC

Meeting with the Members

Place : Principal's Chamber

Time : 3.10 p.m.

Date : 28-02-2018


Agenda : Graduation Day and College Day.

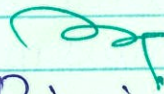
Members Present.

S.No.	Names	Designation	Signature
1.	R. Muthulakshmi	Head, CA	Rm
2.	Dr. M. Sujatha	Head, Biotech	M. Sujatha
3.	M. Gurusamy	Head - Commerce	M
4.	Dr. N. Malayini	Head Commerce	
5.	Dr. S. Amuthakani	Head Ph. Commerce	
6.	K. Ramaraj	Head IT	K.Rm.
7.	K. Lalithambigai	Head, Maths	K-L
8.	J. Amutha	Head Tamil	J
9.	L. J. Parvathi	Head Chem	LJP
10.	Ms. S. Jeyina	Head, English	
11.	L. Priya	Head/CS	
12.	N. Nethramurugesan	OS.	

Minutes

Planned the activities to be carried out and committees to be formed for the grand celebration of Graduation Day and College.

  
Co-ordinator

  
Principal.

Sri Kaliswari College (Autonomous)

Sivakasi

IQAC.

Meeting with the Members.

Place : Principal's Chamber

Time : 3.15 p.m.

Date : 19-03-2018

Agenda : Discussion on Academic  
Administrative Audit and feedback  
from the stakeholders and  
Collaboration with EMC<sup>2</sup>  
Members Present

S.No.	Names	Designation	Signature
1.	R. Muthulakshmi	Head, CA	Rm
2.	M. Gurusamy	Head comm	M
3.	Du. N. Malayan	Head Com m	k
4.	G. Kuthugesulhamai	Head Phys	w
5.	S. Ramaraj	Head, IT	k
6.	Dr. M. Sujatha.	Head, Biotech	M
7.	Ms. S. Fernina	Head, English	d
8.	J. Anje	Head, Tamil	J
9.	L. T. Parvathi	Head chem	L
10.	Dr. S. Anuthakani	Head, Phlem	S
11.	L. Priya	Head / CS	P
12.	k. Lakshambigai	Head / Maths	k.L.
13.	N. Neeramma Susan	O.S.	N

Minutes

Reviewed the suggestions given by the external experts after conducting Academic Administrative Audit and decided to implement the same from the Academic year 2018-2019 onwards.

ind.

It was also decided to collect On-line feedback from the Final year UG and PG students and to collect feedback by Staff about HOD's and HOD's about Staff.

It was also decided to have Collaboration with the MNC Company Dell EMC<sup>2</sup> for Data Science Big Data Analytical Online Course and Certificate.

Co-ordinator

Principal

# Sri Kaliswari College (Autonomous)

Sivakasi

IQAC.

Meeting with the Members.

Place : Principal's chamber

Time : 3.15 p.m

Date : 30-04-2018

Agenda : Discussion on the Analysis on feedback from stakeholders, Unnat Bharat Abhiyan and Swachh Bharat Summer Internship

S.No.	Members Names	Present Designation	Signature
1.	R. Muthulakshmi	Head, CA	Rm
2.	Dr. S. Amutha Devi	Head, Plchem	[Signature]
3.	G. K. Subramanian	Head, Phys	[Signature]
4.	Dr. H. Malayam	Head, Com m	[Signature]
5.	J. Anand	Head, Tamil	[Signature]
6.	J. Priya	Head, CS	[Signature]
7.	M. Chockrasamy	Head, Comm	[Signature]
8.	Dr. M. Sujatha	Head, Biotech	[Signature]
9.	L. V. Parvathi	Head, Chem	[Signature]
10.	K. Lalithambigai	Head, Maths	[Signature]
11.	Ms. S. Jeyanthi	Head, English	[Signature]
12.	N. Nethra Rajeswarar	O.S.	[Signature]

## Minutes

A discussion on the feedback from the students was conducted. The faculty members those who rated with poor score were counselled and provided with

guidelines to improve their performance and also feedback on infrastructure by students were also taken into consideration.

It has been decided to take initiative to enroll with Unnat Bharat Abhiyan and Swachh Bharat Summer internship.

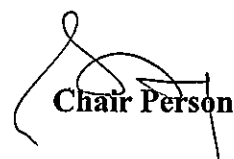
Co-ordinator

Principal.

## **ACTION TAKEN REPORT – 2017-2018**

(Based on minutes of IQAC Meeting)

- ❖ Institutional participation in SWACHHTA BHARAT Ranking
- ❖ Proposal was submitted to UGC for Extension of Autonomy
- ❖ All the Departments are provided with LCD Projectors to strengthen ICT Learning
- ❖ For students Training in Self Defense Courses Tack wondo and Silambam was started.
- ❖ RA427, Sri Kaliswari College Teachers, Staffs and Students Cooperative Store has been established after completing all the legal formalities.
- ❖ Three MoUs were signed to promote Industry-Institute Partnership
- ❖ M.Sc. (Botany) programme was started to meet the needs of the students
- ❖ External Academic Audit on various components such as Curriculum, Teaching, Learning and Evaluation and Infrastructure was conducted and further follow-up action was taken.
- ❖ Recognising the appreciable participation of the students and staff in online courses the college is designated as NPTEL Active Local Chapter
- ❖ Online Feedback obtained from students about Curriculum, Infrastructure and Staff, Staff about HOD, HOD about Staff were analysed and necessary remedial action was taken.
- ❖ **Under Unnat Bharat Abhiyan the college has registered as Nontechnical Institution** and at present has adopted 5 villages in Virudhunagar District to carryout Community Development Activities.
- ❖ **Two teams of our students with a Nodel Officer (Faculty) have registered for SWACHH Bharat Summer Internship** for the period 2018-20 to undertake Street cleaning, Drain cleaning, Cleaning of Back alleys and to do Door-to -Door campaign on Sanitation/Hygiene/Toilet usage/Hand wash to achieve the mission of SWACHH Bharat.

  
**Chair Person**