




**RAJAPALAYAM RAJUS' COLLEGE**  
(A Linguistic Minority Co-Educational Institution & Affiliated to Madurai Kamaraj University)  
(Re-Accredited with 'B' Grade by NAAC)  
**RAJAPALAYAM 626117**

**Date: 19-6-2018**

**Circular**

**Mrs. S. Vigneswari** (Register Number: 17RMCO026, Class: II M. Com.) is selected as IQAC member and Student's Representative for this academic year 2018-19.

  
**Dr. M Kanagasabapathy**  
**Coordinator**

  
**Dr. V. Venkatraman**  
**Principal**



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**RAJAPALAYAM - 626117**

## INTERNAL QUALITY ASSURANCE CELL

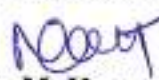
Date: 19-6-2018


### Circular

IQAC members are asked to attend the meeting today at 1.10 PM, in in Hall No. 9 to discuss the following agenda.

### Agenda:

1. Research publications
2. PhD guideship
3. Plagiarism detection
4. Research conferences / Proceedings
5. Any other matter

  
**Dr. M. Kanagasabapathy**  
Coordinator, IQAC

  
**Dr. K. Sivaramamoorthy**  
Research Coordinator

  
**Dr. V. Venkatraman**  
Principal

To

Criterion I – Ms. S. Deepalakshmi 	<b>Review Committee Members</b>
Criterion II – Dr. P. Suriakala 	Dr. D. Venkateswaran 
Criterion III a – Dr. G. Srinivasagan 	Dr. K Ramesh Kumar 
Criterion III b – Dr. G. Gowri 	Dr. M. Muruganantham 
Criterion IV – Mr. P. R. Ramji 	Mr. N. Ramesh 
Criterion V – Dr. P. R. Suganya 	Dr. S. David Laurence Coordinator, NIRF 
Criterion VI – Dr. R. Jaganath 	Ms. R. Vinitha 
Criterion VII – Ms. S. Manjula Gayathri 	Mr. B. Ramaraja (O.S.) 

Student's representative

S. Vigneshwari 17RM10026



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## INTERNAL QUALITY ASSURANCE CELL

**Date: 20-6-2018**

Based on the meeting conducted on 19-6-2018 with reference to Research activities, the following resolutions were made:

### **Minutes of Meeting**

Research and Consultancy circle meeting was held on 20-6-2018 at 4.00 PM in Hall No. 9.

The following resolutions were made in the meeting:

1. Faculty members are expected to publish at least one paper in two years once.
2. Papers should be published in peer-reviewed journals.
3. Awareness on peer-reviewed journals, citations, impact factor, peer-reviewed journals should be given to the needed faculty members.
4. Staff members are encouraged to participate in Agency (such as UGC, ICHR, ICSSR, CSIR, DST, SERB etc.,) sponsored seminars / workshops / conferences.
5. On duty can be availed by faculty to attend / present papers in seminars / conferences.
6. Inter-departmental or inter-collegiate or multidisciplinary seminars / publications are given priority by NAAC/NIRF and hence faculty members are encouraged to organize / attend such thematic seminars.
7. Inter institutional (preferably University or R & D organizations) collaborative research works and multidisciplinary publications are given priority on funding and hence faculty members are encouraged to carry out such interdisciplinary research works.
8. Faculty members of Science stream should publish their research works on Scopus or SCIMAGO based (Q1 - Q4 listed) journals.
9. Financial support can be availed by self-finance faculty to attend seminars or to publish high impact papers.
10. Essential research journals should be subscribed in the library.

11. Staff members are asked to approach Research Coordinator, to write papers for high impact journals and to improve the citations or to apply different research projects, if needed.

12. Faculty members with Ph.D should apply for Research Supervisor (Guideship).

13. Separate research fund is essential to enhance research and consultancy activity of the institution.

14. A separate research committee encompassing subject experts should be formed to monitor the Research activities of the faculty members.

15. Periodic review should be carried out by these research committee experts to monitor the research activities of faculty.

**Dr. M. Kanagasabapathy**  
Coordinator,IQAC

**Dr. K. Sivaramamoorthy**  
Research Coordinator

**Dr.V.Venkatraman**  
Principal

**To**

**All Teaching Staff**



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**INTERNAL QUALITY ASSURANCE CELL**


Date: 19-6-2018

**Circular**

The In-charge of all the Extension Activities are asked to attend the meeting to be held on 20-6-2018 at 4.05 PM in Principal's Chamber.



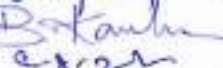





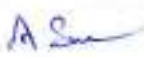


**Agenda**

1. Annual Report of extension activities (2017-18) to consolidate AQAR.
2. Any other matter

  
**Dr. M Kanagasabapathy**  
Coordinator

  
**Dr. V. Venkatraman**  
Principal

**In-charge**

1. NCC Dr. CR 
2. NSS  
Unit Number 170 - Dr. DEJ   
Unit Number 171 - Dr. BK   
Unit Number 172 - Dr. RAJ   
Unit Number 173 - Mrs. GG   
Unit Number 206 - Mr. KKP   
Unit Number 235 - Mrs. RR 
3. YRC Dr. KR 
4. RRC Mr. AS 
5. Nature Club Dr. RJ 
6. Blood Donor's Club - Mr. KKP 



## RAJAPALAYAM RAJUS' COLLEGE

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**RAJAPALAYAM 626117**

**INTERNAL QUALITY ASSURANCE CELL**

**Date: 20-6-2018**

### Circular

All the faculty members are asked to submit the publication details/ citation and h-index metrics and seminars attended (if any) to IQAC for the academic year 2017-18 on or before 29-06-2018.

**Dr. M Kanagasabapathy**  
**Coordinator**

**Dr. V. Venkatraman**  
**Principal**

**To**

All Teaching Staff members

# RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM

Subject:

Date: 20/6/2018

TEACHING STAFF- AIDED					
ENGLISH	HISTORY	COMMERCE	MATHS	PHYSICS	CHEMISTRY
CR	DV	LR	MV	SSS	NR
MM	KR	ELR	SDL	KSR	MKS
PRS	RJ	AS	RRL	MR	GS
CPS	DEJ	RVS	MVS	PS	TUS
	BK	GG	KLP	SK	
TAMIL	RJS	SMG	ECONOMICS	LIBRARY	PHY.EDU
KA	SL	DM	SCN	VL	LM
VK	RS	RV			
		RR			
		AB			
TEACHING STAFF- SELF-FINANCE					
ENGLISH	BBA	COMMERCE	CA	COMP.SCI	TAMIL
TM	SKK	NM	AGV	RSM	KKP
TUP	PRR	RAJ	LP	MRK	KVD
BM	RRH	AM	SGP	SD	PR
MSU	RM	RG	ML	KK	JPL
MSS			RSD	MGK	
MBD	MATHS		AG	VKS	
KGS	MK		ARK		
RM	DJ		TB		
SA	MMH		MSR		PHY.EDU
	BM		NS		B.A O3.A3
	MML		MRA		
	TG				
	RMG				
	RSD				
TEACHING STAFF-PTA					
ENGLISH	COMMERCE	CA		TAMIL	
EM	DSK	MUM		CM	
		SRL		RRM	
				RVP	
NON-TEACHING STAFF					
BR	GD	RMJ			SELF
BRK	TR	SSA			RR
RJN	S.SEE	BMK			BMS
PRG	RMS	R.SRI			AA
VD	TS	RSL			KR
SS	KS	BM			SMB
SVR	KRJ	PS			RMA
PRM	AR	SY			JMA
SSR	SPV	MS			RSN
MV	SM	SVS			PRS



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**INTERNAL QUALITY ASSURANCE CELL**

Date: 20-6-2018

**Circular**

It is proposed to convene IQAC meeting tomorrow at 4.05 PM for the following Administrative Staff members at the Principal's Chamber.

1. Mr. B. Ramaraja *B. Ramaraja*
2. Mr. R. Jeganathan *R. Jeganathan*
3. Mr. S.S. Ravichandran *S.S. Ravichandran*
4. Mr. S. Seetharaman *S. Seetharaman*
5. Mr. R. Rajalingam *R. Rajalingam*
6. Mr. S. Vishnu Sankar *S. Vishnu Sankar*
7. Mr. K. Solaimalai *K. Solaimalai*
8. Mr. M. Sureshbabu *M. Sureshbabu*

**Agenda**

1. Consolidation of AQAR for the AY 2017-18.
2. Preparation of SSR - Criterion IV

*[Signature]*  
Dr. M. Kanagasabapathy  
Coordinator, IQAC

*[Signature]*  
Dr. V. Venkatraman  
Principal

**Resolution**

It is resolved that o.s. should submit the data relevant to criterion IV to IQAC in the 1 week of July.

*[Signature]*  
D. Ramesh





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**INTERNAL QUALITY ASSURANCE CELL**

Date: 21-6-2018

### Circular

To consolidate AQAR for the academic year 2017-18, Placement Cell is asked to furnish the Students' Placement Details to IQAC.

**Dr. M. Kanagasabapathy**  
Coordinator

**Dr. V. Venkatraman**  
Principal

To

**Mr. R. Vishnushankar**  
Placement Coordinator

*Separate list of placement activities  
are annexed.*



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## INTERNAL QUALITY ASSURANCE CELL


Date: 25-6-2018


### Circular

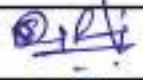

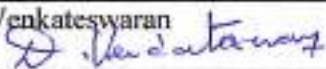

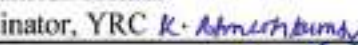


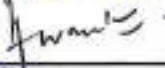


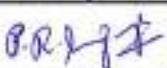
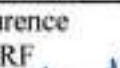
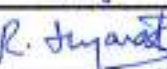

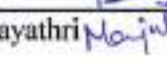
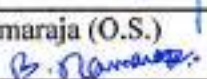
It is proposed to conduct IQAC meeting on 27-6-2018 at 1.10 PM in Principal's chamber to discuss about the following agenda with reference to SSR preparation.

#### Agenda

1. To consolidate YRC activities for the academic year 2017-18.
2. To consolidate NSS activities for the academic year 2017-18.
3. Any other matter.

  
Dr. M. Kanagasabapathy  
(Coordinator, IQAC)

  
Dr. V. Venkatraman  
Principal

Criterion	Member	Signature	Review Committee Members
Criterion I	Ms. S. Deepalakshmi		<u>Review Committee Members</u>
Criterion II	Dr. P. Suriakala		Dr. D. Venkateswaran 
Criterion III a	Dr. G. Srinivasagan		Dr. K Ramesh Kumar Coordinator, YRC 
Criterion III b	Dr. G. Gowri NSS Programme Officer (Extension Activities)		Dr. K. Sivaramamoorthy  Dr. M. Muruganantham 
Criterion IV	Mr. P. R. Ramji		Mr. N. Ramesh 
Criterion V	Dr. P. R. Suganya		Dr. S. David Laurence Coordinator, NIRF 
Criterion VI	Dr. R. Jaganath		Ms. R. Vinitha 
Criterion VII	Ms. S. Manjula Gayathri		Mr. B. Ramaraja (O.S.) 

student's representative

S. Vigneshwari 17RMCO26



**RAJAPALAYAM RAJUS' COLLEGE**  
**RAJAPALAYAM – 626117**

**INTERNAL QUALITY ASSURANCE CELL**

**Circular**

**Date: 19 –Sep–2018**

The following members of faculty are deputed to consolidate the Annual Quality Assurance Report (AQAR), Institutional Information for Quality Assessment (IIQA), Self-Study Report (SSR) and Student Satisfaction Survey (SSS) for the academic years 2013 - 2018.

**AQAR Criteria**

1. Curricular Aspects	Ms. R.Vinitha
2. Teaching, Learning and Evaluation	Ms. S. Deepalakshmi
3. Research, Consultancy & Extension	Dr. G. Srinivasagan and Dr. M. Raja
4. Infrastructure & Learning Resources	Dr. M Kanagasabapathy and Mr. B. Ramaraja (O.S.)
5. Student Support and Progression	Dr. P. R. Suganya
6. Governance, Leadership & Management	Dr. C. Ramakrishnan and Mr. R.S. Mohan
7. Innovations and Best Practices	Ms. S. Manjula Gayathri

**Extension Activities**

Dr. G. Gowri

**NCC**

Dr. C. Ramakrishnan

**IIQA**

Mr. R. Vishnushankar

**SSR**

Dr. P. Suriakala  
Mr. P.R. Ramji  
Ms. R. Ramalakshmi

**SSS**

Ms. Vasudeva RajaLatha


**Reviewing committee**


Dr. M. Muruganatham 


Mr. N. Ramesh 


Dr. S. David Laurence 

**Monitoring committee**

Dr. S. Somasekaran 

Dr. D. Venkateswaran 

Dr. K. Ramesh Kumar 

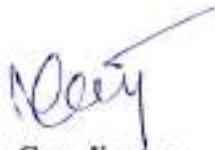
Dr. K. Sivaramamoorthy 

**Students' Representative**

S. Vignethi

S. Vigneshwari

17RM0026



**Coordinator**

**IQAC**



**Principal**



**RAJAPALAYAM RAJUS' COLLEGE  
RAJAPALAYAM – 626117**

**INTERNAL QUALITY ASSURANCE CELL**

**Circular**

**Date: 20 –Sep–2018**

Members of IQAC and reviewing as well as monitoring committee members are asked to attend the meeting to discuss on the following agenda.

1. Consolidation of AQAR, SSR and SSS related documents for each academic year.
2. Research Publications and Impact Factor evaluation,

Venue: IQAC room

Time: 4.00 PM

  
**Coordinator**  
**IQAC**

  
**Principal**

**Monitoring Committee members**

Dr. S. Somasekaran, Associate Professor & HOD / Physics

Dr. D. Venkateswaran, Associate Professor & HOD / History

Dr. K. Ramesh Kumar, Associate Professor / History

Dr. K. Sivaramamoorthy, Associate Professor / Physics

**Reviewing committee members**

Dr. M. Muruganatham, Assistant Professor / English

Mr. N. Ramesh, Assistant Professor & HOD / Chemistry

Dr. S. David Laurence, Assistant Professor & HOD / Maths

**AQAR committee members**

Dr. C. Ramakrishnan, Assistant Professor & HOD / English

Dr. G. Srinivasagan, Assistant Professor / Chemistry

Dr. M. Raja, Assistant Professor / Physics

Dr. M. Kanagasabapathy, Assistant Professor / Chemistry

Mr. B. Ramaraja, Office Superintendent

Ms. R. Vinitha, Assistant Professor / Commerce

Ms. S. Deepalakshmi, Assistant Professor / Computer Science

Dr. P. R. Suganya, Assistant Professor / English

Mr. R.S. Mohan, Assistant Professor & HOD / Computer Science

Ms. S. Manjula Gayathri, Assistant Professor / Commerce

**IIQA**

Mr. R. Vishnushankar, Assistant Professor / Commerce

**Extension activities**

Dr. G. Gowri, Assistant Professor / Commerce

**SSR committee members**

Dr. P. Suriakala, Assistant Professor / Physics

Mr. P.R. Ramji, Assistant Professor / History

Ms. R. Ramalakshmi, Assistant Professor / Mathematics

**SSS in-charge**

Ms. Vasudeva Raja Latha, Librarian



**RAJAPALAYAM RAJUS' COLLEGE  
RAJAPALAYAM – 626117**

**INTERNAL QUALITY ASSURANCE CELL**

**Date: 24 –Sep–2018**

**Circular**

Based on the IQAC meeting held on 20–9–2018, the following resolutions were made to consolidate AQAR / SSR / SSS forms and Research publications / citations.


1. AQAR for every academic year should be prepared in the revised format by each Department.
2. Department HOD's should submit the AQAR for that academic year along with the supporting documents to IQAC on or before 31<sup>st</sup> August.
3. SSR documentation should be carried out in accordance with AQAR data and AQAR team members and HOD's should assist to validate SSR.
4. To administer SSS, students email, phone number, Aadhar number etc. should be updated by each department and it should be submitted in MS-Excel format to Ms.Vasudeva Raja Latha.
5. For research publications, peer data for research papers and citations for faculty members can be obtained from Scopus or Research Gate or Google Scholar or any such reliable databases.


  
**Coordinator**  
**IQAC**


  
**Principal,**

HOD / History 

HOD / English 

HOD / Chemistry 

HOD / Comp. Science 

Physical Director 

HOD / Commerce 


HOD / Maths 

HOD / Commerce (SF) 

HOD / BBA 

Librarian 





HOD / Tamil 

HOD / Physics 




HOD / Commerce (CA) 

HOD / Economics 

**Monitoring Committee members**

- Dr. S. Somasekaran, Associate Professor & HOD / Physics   
Dr. D. Venkateswaran, Associate Professor & HOD / History   
Dr. K. Ramesh Kumar, Associate Professor / History   
Dr. K. Sivaramamoorthy, Associate Professor / Physics 

**Reviewing committee members**

- Dr. M. Muruganantham, Assistant Professor / English   
Mr. N. Ramesh, Assistant Professor & HOD / Chemistry   
Dr. S. David Laurence, Assistant Professor & HOD / Maths 


**AQAR committee members**

- Dr. C. Ramakrishnan, Assistant Professor & HOD / English   
Dr. G. Srinivasagan, Assistant Professor / Chemistry   
Dr. M. Raja, Assistant Professor / Physics   
Dr. M. Kanagasabapathy, Assistant Professor / Chemistry  
Mr. B. Ramaraja, Office Superintendent   
Ms. R. Vinitha, Assistant Professor / Commerce   
Ms. S. Deepalakshmi, Assistant Professor / Computer Science   
Dr. P. R. Suganya, Assistant Professor / English   
Mr. R.S. Mohan, Assistant Professor & HOD / Computer Science   
Ms. S. Manjula Gayathri, Assistant Professor / Commerce 




**IIQA**

- Mr. R. Vishnushankar, Assistant Professor / Commerce 


**Extension activities**

- Dr. G. Gowri, Assistant Professor / Commerce 

**SSR committee members**

- Dr. P. Suriakala, Assistant Professor / Physics   
Mr. P.R. Ramji, Assistant Professor / History   
Ms. R. Ramalakshmi, Assistant Professor / Mathematics 

**SSS in-charge**

- Ms. Vasudeva Raja Latha, Librarian 





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**INTERNAL QUALITY ASSURANCE CELL**

Date: 31-Oct-2018

Circular

All the staff members are asked to attend the seminar on, '*Revised NAAC norms – Qualitative and Quantitative Metrics for Key Indicators*' in view of forthcoming NAAC accreditation, organized by IQAC at Smart Class Room on 1<sup>st</sup> November 2018 at 1.50 PM.

**Coordinator  
IQAC**

**Principal**

## RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM

Subject: I OAC Meeting on 01-10-2018 1.55 P.M.

Date: 31-10-2018

TEACHING STAFF-AIDED					
ENGLISH	HISTORY	COMMERCE	MATHS	PHYSICS	CHEMISTRY
CR ✓	DV ✓	LR ✓	MR ✓	SSS	NR ✓
MM ✓	KR ✓	ELR ✓	SDL ✓	KSR ✓	MKS ✓
PRS ✓	RJ ✓	AS ✓	RRL ✓	MR ✓	GS ✓
CPS ✓	DEJ ✓	RVS ✓	MVS ✓	PS ✓	TUS ✓
	BK ✓	GG	KLP ✓	SK ✓	
TAMIL	RJS	SMG	ECONOMICS	LIBRARY	PHY.EDU
KA ✓	SL ✓	DM	SCN ✓	VL ✓	LM ✓
VK ✓	RS ✓	RV			
	A.P. ✓	RR ✓			
		AB ✓			
TEACHING STAFF- SELF-FINANCE					
ENGLISH	BBA	COMMERCE	CA	COMP.SCI	TAMIL
TM	SKK ✓	NM ✓	AGV ✓	RSM ✓	KKP ✓
TUP ✓	PRR ✓	RAJ ✓	LP ✓	MRK ✓	KVD ✓
BM ✓	RRH	AM ✓	SGP ✓	SD ✓	PR ✓
MSU ✓	RM	RG ✓	ML	KK ✓	JPL ✓
MSS ✓		MS ✓	RSD ✓	MGK ✓	SS ✓
MBD	MATHS		AG ✓	VKS	
KGS ✓	MK ✓		ARK ✓		
RM ✓	DJ		TB ✓		
SA	MMH ✓		MSR ✓		PHY.EDU
PVA ✓	BM ✓		NS ✓		VA
RG ✓	MML ✓		MRA		
KM ✓	TG ✓				
	RMG ✓				
	RSD ✓				
TEACHING STAFF-PTA					
ENGLISH	COMMERCE	CA		TAMIL	
EM ✓	DSK ✓	MUM		CM ✓	
		SRL		RRM	Ambar
				RVP	Rajesh
NON-TEACHING STAFF					
BR ✓	GD	RMJ	KR ✓	PRR ✓	SELF
BRK	TR	SSA ✓	PM ✓		RR
RJN ✓	S.SEE	BMK ✓			BMS ✓
PRG ✓	RMS ✓	R.SRI			AA ✓
VD ✓	TS	RSL			KR
SS	KS ✓	BM ✓			SMB
SVR	KRJ	PS			RMA
PRM ✓	AR ✓	SY ✓			JMA
SSR ✓	SPV	MS ✓			RSN
MV ✓	SM	SVS			PRS



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**INTERNAL QUALITY ASSURANCE CELL**

**INTRA-COLLEGIATE SEMINAR ON**

**Revised NAAC Norms:  
Qualitative and Quantitative Metrics for Key Indicators**

**Date: 1<sup>st</sup> Nov. 2018 @ 2.00 PM**

**Venue: Smart Class Room**

**Agenda**

- 1.50 PM **Welcome Address** – Ms. R.Vinitha, Assistant Professor, Department of Commerce
- 1.55 PM **What are the changes in the revised NAAC norms in the Quality Indicator Framework?**  
– **Dr. V. Venkatraman, Principal & Chairperson, IQAC**
- 2.15 PM **Introduction to Revised NAAC Norms – QnF & Q<sub>2</sub>F metrics**  
Dr. M Kanagasabapathy, Assistant Professor, Department of Chemistry & Coordinator, IQAC
- 2.30 PM **Introduction to Key Indicators and Assessment Process**  
Dr. S. David Laurence, Assistant Professor & HOD, Department of Mathematics & Coordinator, NIRF
- 2.45 PM **Criterion – I Curricular Aspects**  
Ms. S. Deepalakshmi, Assistant Professor, Department of Computer Science
- 3.00 PM **Criterion – II Teaching-Learning and Evaluation**  
Dr. P. Suriakala, Assistant Professor, Department of Physics
- 3.15 PM **Criterion – III Research, Innovations**  
Dr. G. Srinivasagan, Assistant Professor, Department of Chemistry
- 3.30 PM **Criterion – III Extension Activities**  
Dr. G. Gowri, Assistant Professor, Department of Commerce
- 3.45 PM **Criterion – IV Infrastructure Facilities and ICT**  
Mr. P.R. Ramji, Assistant Professor, Department of History
- 4.00 PM **Criterion – IV Learning Resources**  
Ms. Vasudeva Raja Latha, Librarian
- 4.15 PM **Criterion – V Student Support and Progression**  
Dr. P. R. Suganya, Assistant Professor, Department of English
- 4.30 PM **Criterion – VI Governance, Leadership and Management**  
Dr. R. Jaganath, Assistant Professor, Department of History
- 4.45 PM **Criterion – VII Institutional Values and Best Practices**  
Ms. S. Manjula Gayathri, Assistant Professor, Department of Commerce
- 5.00 PM **Quality Circle Forum** Mr. R. Vishnushankar, Assistant Professor, Department of Commerce
- 5.15 PM **Vote of Thanks** Dr.S.Chidambaranathan, HOD, Department of Economics, Staff Club Secretary.



**RAJAPALAYAM RAJUS' COLLEGE**  
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**RAJAPALAYAM - 626117**

**INTERNAL QUALITY ASSURANCE CELL**

**Circular**

**Date: 8<sup>th</sup> November 2018**

It is proposed to convene IQAC meeting today at 3.05 p.m. in the Secretary's Chamber with the members of College Governing Council to discuss about the following agenda.




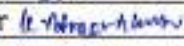



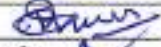
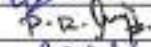

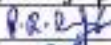





**Agenda**

1. Purchasing /Upgrading/ Refurbishing Computers.
2. Introduction of New courses.
3. Enhancing Wi-Fi facilities in the campus.
4. Increasing number of Projectors / ICT enabled class rooms.
4. Any other matter

  
**Dr. M Kanagasabapathy**  
**Coordinator, IQAC**

  
**Dr. V. Venkatraman**  
**Principal**

**To,**

<b>Criterion in-charge</b>		<b>IQAC members</b>
Criterion I	Mrs. S. Deepalakshmi 	Dr. D. Venkateswaran 
Criterion II	Dr. P. Suriakala 	Dr. K. Ramesh Kumar 
Criterion IIIa	Dr. G. Srinivasagan 	Mr. N. Ramesh 
Criterion IIIb	Dr. G. Gowri 	Dr. S. David Laurence 
Criterion IV	Mr. P.R.Ramji 	Mrs. Vasuthava Raja Latha 
Criterion V	Dr. P. R. Suganya 	Mrs. R.Vinitha 
Criterion VI	Dr. C. Ramakrishnan 	Mr. A. Gnana Velayutham 
Criterion VII	Mrs. S. Manjula Gayathri 	Mr. R. Jaganathan (Office) 



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**RAJAPALAYAM - 626117**

**INTERNAL QUALITY ASSURANCE CELL**

**Date: 9<sup>th</sup> November 2018**

**Minutes of Meeting**

Based on the IQAC meeting conducted on 8<sup>th</sup> November 2018, the following resolutions were made.

1. New computers should be purchased.
2. Existing computers should be upgraded by RAM / UPS / Operating system / Monitors.
3. Number of computers in the computer laboratories should be increased.
4. Wi-Fi routers should be installed in the campus.
5. Wi-Fi facilities should be provided to students.
6. More number of Projectors should be purchased.
7. One more computer with Printer should be provided for IQAC.

**Dr. S. Singaraj**  
**President**  
**College Governing Council**

**Sri. P. R. Vijayaraghavan**  
**Secretary**  
**College Governing Council**

**Dr. M Kanagasabapathy**  
**Coordinator, IQAC**

**Dr. V. Venkatraman**  
**Principal**

**Members Present**

<b>Criterion in-charge</b>		<b>IQAC members</b>
Criterion I	Mrs. S. Deepalakshmi	Dr. D. Venkateswaran
Criterion II	Dr. P. Suriakala	Dr. K. Ramesh Kumar
Criterion IIIa	Dr. G. Srinivasagan	Mr. N. Ramesh
Criterion IIIb	Dr. G. Gowri	Dr. S. David Laurence
Criterion IV	Mr. P.R.Ramji	Mrs. Vasuthava Raja Latha
Criterion V	Dr. P. R. Suganya	Mrs. R.Vinitha
Criterion VI	Dr. C. Ramakrishnan	Mr. A. Gnana Velayutham
Criterion VII	Mrs. S. Manjula Gayathri	Mr. R. Jaganathan (Office)



## RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM

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Date: 10-Nov-2018

### Circular

All HOD's are asked to attend the meeting today at 11.30 AM to summarize the Student's Feedback Analysis, in view of the Self-study Report preparation as per revised NAAC benchmarks.

**To: All HOD's**

History *[Signature]*

Physics *[Signature]*

English *[Signature]*

B.Com (CA) *[Signature]*

Computer Science *[Signature]*

Students' Representative

Commerce *[Signature]*

Chemistry *[Signature]*

Physical Director *[Signature]*

B.Com (Self) *[Signature]*

Coordinator (IQAC) *[Signature]*

S. Vignesh

S. Vigneshwari

17RMCO026

Principal  
**PRINCIPAL**  
RAJAPALAYAM RAJUS' COLLEGE  
RAJAPALAYAM.

Maths *[Signature]*

Tamil *[Signature]*

Economics *[Signature]*

BBA *[Signature]*



### Minutes of the meeting

Based on the meeting, the feedback data would be analysed and to be presented in pie charts for SSR preparation.

*[Signature]*  
(M. Kangasabupathy)  
(Coordinator, IQAC)

**Monitoring Committee members**

Dr. S. Somasekaran, Associate Professor & HOD / Physics

Dr. D. Venkateswaran, Associate Professor & HOD / History

Dr. K. Ramesh Kumar, Associate Professor / History

Dr. K. Sivaramamoorthy, Associate Professor / Physics

**Reviewing committee members**

Dr. M. Muruganatham, Assistant Professor / English

Mr. N. Ramesh, Assistant Professor & HOD / Chemistry

Dr. S. David Laurence, Assistant Professor & HOD / Maths

**AQAR committee members**

Dr. C. Ramakrishnan, Assistant Professor & HOD / English

Dr. G. Srinivasagan, Assistant Professor / Chemistry

Dr. M. Raja, Assistant Professor / Physics

Dr. M. Kanagasabapathy, Assistant Professor / Chemistry

Mr. B. Ramaraja, Office Superintendent

Ms. R. Vinita, Assistant Professor / Commerce

Ms. S. Deepalakshmi, Assistant Professor / Computer Science

Dr. P. R. Suganya, Assistant Professor / English

Mr. R.S. Mohan, Assistant Professor & HOD / Computer Science

Ms. S. Manjula Gayathri, Assistant Professor / Commerce

**HQA**

Mr. R. Vishnushankar, Assistant Professor / Commerce

**Extension activities**

Dr. G. Gowri, Assistant Professor / Commerce

**SSR committee members**

Dr. P. Suriakala, Assistant Professor / Physics

Mr. P.R. Ramji, Assistant Professor / History

Ms. R. Ramalakshmi, Assistant Professor / Mathematics

**SSS in-charge**

Ms. Vasudeva Raja Latha, Librarian



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RAJAPALAYAM 626117

**INTERNAL QUALITY ASSURANCE CELL**

Date: 16-11-2018

### Circular

Faculty Development Programme (FDP) will be conducted by the Quality Circle Forum of India, Madurai Chapter on 17/11/2018 from 10.00 AM to 5.00 PM. The following staff members are asked to attend the programme without fail.

**Dr. M Kanagasabapathy**  
Coordinator

**Dr. V. Venkatraman**  
Principal





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**RAJAPALAYAM - 626117**

**INTERNAL QUALITY ASSURANCE CELL**

**Circular**


**Date: 19<sup>th</sup> November 2018**

It is proposed to convene IQAC meeting tomorrow (20<sup>th</sup> November 2018) 4.05 p.m. in the Principal's Chamber with the IQAC members to discuss about the following agenda.

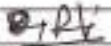







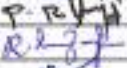







**Agenda**

1. To Organize a Special Guest Lecture on '**Revised NAAC norms for Affiliated Colleges**' on 26-11-2018 (Monday).
2. Any other matter

  
**Dr. M Kanagasabapathy**  
Coordinator, IQAC

  
**Dr. V. Venkatraman**  
Principal

**To,**

Criterion in-charge		IQAC members
Criterion I	Mrs. S. Deepalakshmi 	Dr. D. Venkateswaran 
Criterion II	Dr. P. Suriakala 	Dr. K. Ramesh Kumar 
Criterion IIIa	Dr. G. Srinivasagan 	Mr. N. Ramesh 
Criterion IIIb	Dr. G. Gowri 	Dr. S. David Laurence 
Criterion IV	Mr. P.R.Ramji 	Mrs. Vasudeva Raja Latha 
Criterion V	Dr. P. R. Suganya 	Mrs. R.Vinitha 
Criterion VI	Dr. C. Ramakrishnan 	Mr. A. Gnana Velayutham 
Criterion VII	Mrs. S. Manjula Gayathri 	Mr. R. Jaganathan (Office) 



## RAJAPALAYAM RAJUS' COLLEGE

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RAJAPALAYAM - 626117

### INTERNAL QUALITY ASSURANCE CELL


Date: 20<sup>th</sup> November 2018

#### Minutes of Meeting

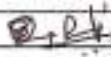



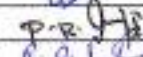



Based on the IQAC meeting conducted on 20<sup>th</sup> November 2018, the following resolutions were made.

1. It is proposed to conduct a seminar on "Revised NAAC norms for Affiliated Colleges" on 26<sup>th</sup> November 2018.
2. Dr. Jacqueline Perianayakam, IQAC Coordinator, Saiva Bhanu Kshatriya College, Aruppukottai will deliver a special lecture.
3. Mr. A Gnanavelayutham, Member, IQAC will make the arrangements for the seminar.

  
Dr. M Kanagasabapathy  
Coordinator, IQAC

  
Dr. V. Venkatraman  
Principal

#### Members Present

	Criterion in-charge		IQAC members
Criterion I	Mrs. S. Deepalakshmi		Dr. D. Venkateswaran
Criterion II	Dr. P. Suriakala		Dr. K. Ramesh Kumar
Criterion IIIa	Dr. G. Srinivasagan		Mr. N. Ramesh
Criterion IIIb	Dr. G. Gowri		Dr. S. David Laurence
Criterion IV	Mr. P.R.Ramji		Mrs. Vasudeva Raja Latha
Criterion V	Dr. P. R. Suganya		Mrs. R.Vinitha
Criterion VI	Dr. C. Ramakrishnan		Mr. A. Gnana Velayutham
Criterion VII	Mrs. S. Manjula Gayathri		Mr. R. Jaganathan (Office)



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RAJAPALAYAM - 626117

### INTERNAL QUALITY ASSURANCE CELL

#### Circular

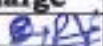
















Date: 23-11-2018













A special Guest Lecture on, 'Q<sub>1</sub>M & Q<sub>2</sub>M and Data Validation in Self-Study Report' will be organized by IQAC on 27-11-2018 to address the various key indicators and their valuation in RAF.

All the Heads of Departments, IQAC members / SSR Criterion Convenors, Review Committee members and Monitoring committee members are asked to attend the Guest Lecture.

  
**Dr. M Kanagasabapathy**  
IQAC Coordinator

  
**Dr. V. Venkatraman**  
Principal

IQAC members and Criterion In-charge		Monitoring committee members	
Criterion I	Ms. S. Deepalakshmi 	Dr. S. Somasekaran 	
Criterion II	Dr. P. Suriakala 	Dr. D. Venkateswaran 	
Criterion III a	Dr. G. Srinivasagan 	Dr. K. Ramesh Kumar 	
Criterion III b	Dr. G. Gowri 	Dr. K. Sivaramamoorthy 	
Criterion IV	Mr. P. R. Ramji 	<b>Review committee members</b>	
Criterion IV	Mr. B. Ramaraja 	Dr. M. Muruganantham 	
Criterion V	Dr. P. R. Suganya 	Mr. N. Ramesh 	
Criterion VI	Dr. R. Jaganath 	Dr. S. David Laurence 	
Criterion VII	Ms. S. Manjula Gayathri 	Ms. R. Vinitha 	

Heads of Departments		
History 	Physics 	Physical Education 
Commerce 	Chemistry 	B.Com (SF) 
Tamil	Maths 	B.Com (CA) 
English 	Library 	Computer Science
Economics 	Office Superintendent	BBA 

**Annexure: Agenda for Guest Lecture**



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**RAJAPALAYAM - 626117**

**INTERNAL QUALITY ASSURANCE CELL**

### **Circular**

**Date: 23<sup>rd</sup> November 2018**

All Teaching Faculty are asked to attend the seminar entitled, "**Revised NAAC norms for Affiliated Colleges**" to be held on 26<sup>TH</sup> November 2018, 10.00 AM at Auditorium.

  
**Dr. M Kanagasabapathy**  
**Coordinator, IQAC**

  
**Dr. V. Venkatraman**  
**Principal**

**To,**

**All Teaching Staff**



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**RAJAPALAYAM - 626117**

**INTERNAL QUALITY ASSURANCE CELL**

**SEMINAR ON**

**Revised NAAC Norms for Affiliated Colleges**

**Date** : 26.11.2018

**Time** : 10.00 A.M - 01.00 P.M

**Venue** : Auditorium

Prayer

Welcome Address : Mr. A. Gnanavelayutham  
Member, IQAC

Presidential Address : Sri. P.R.Vijayarahavan, B.Com.,  
Secretary, College Governing Council,  
Rajapalayam Rajus' College.

Felicitation : Dr.S.Singaraj, M.Com., Ph.D.,  
President, College Governing Council.  
Rajapalayam Rajus' College.

Dr.V.Venkatraman, M.A, Ph.D, D.Litt,  
Principal,  
Rajapalayam Rajus' College.

Special Address : **Dr.Jacqueline Perianayakam,**  
IQAC Coordinator,  
Saiva Bhanu Kshatriya College, Aruppukottai

**Revised NAAC Norms for Affiliated Colleges  
(QIF & ICT Tools)**

Vote of Thanks : Dr. M.Kanagasabapathy,  
Coordinator, IQAC

National Anthem

**Dr. V. VENKATRAMAN,**  
M.A., M.T.M., M.Phil., Ph.D., D.Lit.  
**Principal**



**RAJAPALAYAM  
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Ref. No.

Date : 26 NOV 2018

**CERTIFICATE**

**Dr. D. Jacqueline Perianayakam**, Coordinator,  
Internal Quality Assurance Cell, Saiva Bhanu Kshatriya College,  
Aruppukottai has delivered a special guest Lecture on '**Self-Study  
Report Preparation**' in our institution on 26-11-2018 (Monday).

**(Dr. V. Venkatraman)**  
**Principal.**



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**INTERNAL QUALITY ASSURANCE CELL**

### Agenda

#### Guest Lecture on

#### Q<sub>i</sub>M & Q<sub>n</sub>M and Data Validation in Self-Study Report

**Date: 27-Nov-2018**

**Time: 10.00 AM**

**Venue: Smart Classroom**

**10.00 AM** Welcome Address: **Dr. D. Venkateswaran**  
Associate Professor & Head, Dept. of History  
Rajapalayam Rajus' College, Rajapalayam

#### Honouring the Guests

**10.05 AM** Felicitations: **Dr. V. Venkatraman**, Principal  
Rajapalayam Rajus' College, Rajapalayam

**Sri. P.R. Vijayaraghavan**  
Secretary, College Governing Council  
Rajapalayam Rajus' College, Rajapalayam

**10.30 AM** Special Address **Dr. V. Vijayaraghavan**  
Associate Professor (Retd.)  
Mannar Thirumalai Naicker College, Madurai

**Dr. S. Nehru**, Principal  
Mannar Thirumalai Naicker College, Madurai

**11.00 AM** Tea Break

**11.05 AM** Keynote Address **Dr. A. Ramasubbiah**, IQAC Coordinator  
Mannar Thirumalai Naicker College, Madurai

**1.00 PM** Vote of Thanks **Dr. M Kanagasabapathy**, IQAC Coordinator  
Rajapalayam Rajus' College, Rajapalayam



# RAJAPALAYAM RAJUS' COLLEGE

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**RAJAPALAYAM - 626117**

## INTERNAL QUALITY ASSURANCE CELL

Date: 30-11-2018

### Circular

IQAC members are asked to attend the meeting with the College Governing Council Members at 1-12-2018 at 3.00 PM to discuss the following agenda.




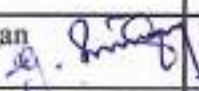
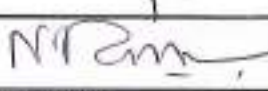


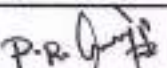
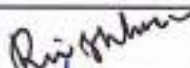
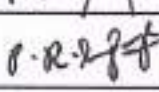

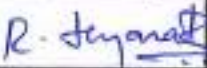


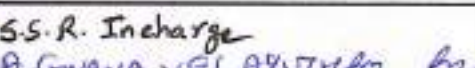
### Agenda

1. To consolidate Self-study Report.
2. To enhance Academic-Industrial collaborations.
3. To conduct certificate and short-term courses.
4. Any other matter.

  
**Dr. M. Kanagasabapathy**  
Coordinator, IQAC

  
**Dr. V. Venkatraman**  
Principal

To

Criterion I – Ms. S. Deepalakshmi 	<b>Review Committee Members</b>
Criterion II – Dr. P. Suria Kala 	Dr. M. Muruganantham 
Criterion III a – Dr. G. Srinivasagan 	Mr. N. Ramesh 
Criterion III b – Dr. G. Gowri 	Dr. S. David Laurence Coordinator, NIRF 
Criterion IV – Mr. P. R. Ramji 	Mr. R. Vishnushankar Coordinator, AISHE 
Criterion V – Dr. P. R. Suganya 	Ms. R. Vinitha 
Criterion VI – Dr. R. Jaganath 	Mr. B. Ramaraja (O.S.) 
Criterion VII – Ms. S. Manjula Gayathri 	SS.R. Incharge 





# RAJAPALAYAM RAJUS' COLLEGE

(A Linguistic Minority and Co-Educational Institution)  
Re-Accredited with 'B' Grade by NAAC

**RAJAPALAYAM - 626117**

## INTERNAL QUALITY ASSURANCE CELL

Date: 3-12-2018

### Minutes of Meeting

Based on the meeting conducted with the College Governing Council on 30-11-2018 the following resolutions were made:

1. Self-Study Report for the academic years 2013-18 will be consolidated.
2. Academic and Industrial collaborations, MoUs should be increased.
3. Job oriented / Value based certificate courses should be conducted by all the Departments.

**President**  
**College Governing Council**

**Secretary**  
**College Governing Council**

**Dr. M. Kanagasabapathy**  
**Coordinator, IQAC**

**Dr. V. Venkatraman**  
**Principal**

### Members Present

Criterion	Member	Signature	Review Committee Members	Signature
Criterion I	Ms. S. Deepalakshmi			
Criterion II	Dr. P. Suria Kala		Dr. M. Muruganantham	
Criterion III a	Dr. G. Srinivasagan		Mr. N. Ramesh	
Criterion III b	Dr. G. Gowri		Dr. S. David Laurence Coordinator, NIRF	
Criterion IV	Mr. P. R. Ramji		Mr. R. Vishnushankar Coordinator, AISHE	
Criterion V	Dr. P. R. Suganya		Ms. R. Vinitha	
Criterion VI	Dr. R. Jaganath		Mr. B. Ramaraja (O.S.)	
Criterion VII	Ms. S. Manjula Gayathri		S.S.R. Incharge	



## RAJAPALAYAM RAJUS' COLLEGE

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RAJAPALAYAM - 626117

### INTERNAL QUALITY ASSURANCE CELL

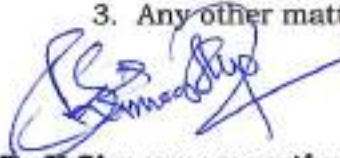
#### Circular

Date: 28<sup>th</sup> January 2019

It is proposed to convene IQAC meeting today 4.05 p.m. in the Principal's Chamber with the IQAC members to discuss about the following agenda.

#### Agenda






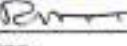









1. Promoting Research Publications.
2. Applying Research Projects.
3. Any other matter

  
**Dr. K. Sivaramamoorthy**  
Research Coordinator

  
**Dr. M. Kanagasabapathy**  
Coordinator, IQAC

  
**Dr. V. Venkatraman**  
Principal

To,

Criterion in-charge		IQAC members
Criterion I	Mrs. S. Deepalakshmi 	Dr. D. Venkateswaran 
Criterion II	Dr. P. Suriakala 	Dr. K. Ramesh Kumar 
Criterion IIIa	Dr. G. Srinivasagan 	Mr. N. Ramesh 
Criterion IIIb	Dr. G. Gowri 	Dr. S. David Laurence
Criterion IV	Mr. P.R. Ramji 	Mrs. Vasudeva Raja Latha 
Criterion V	Dr. P. R. Suganya 	Mrs. R. Vinitha 
Criterion VI	Dr. C. Ramakrishnan 	Mr. A. Gnana Velayutham 
Criterion VII	Mrs. S. Manjula Gayathri 	Mr. R. Jaganathan (Office) 



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RAJAPALAYAM - 626117

### INTERNAL QUALITY ASSURANCE CELL

Date: 29<sup>th</sup> January 2019

#### Minutes of Meeting

Based on the IQAC meeting conducted on 28<sup>th</sup> January 2019, the following resolutions were made.

1. It is concluded that faculty members who completed PhD should apply a research project.
2. It is proposed to conduct a seminar on "Enhancing Research Activities in the Campus" on 2<sup>nd</sup> February 2019.
3. Dr.V.Venkatraman, Principal will deliver a lecture on "Research Funding Agencies".
4. Dr.K.Sivaramamoorthy, Coordinator, Research and Development Committee will deliver a special lecture on "How to write Research Papers in Impact Journals?"

**Dr.K.Sivaramamoorthy**  
Research Coordinator

**Dr. M Kanagasabapathy**  
Coordinator, IQAC

**Dr. V. Venkatraman**  
Principal

#### Members Present

	<b>Criterion in-charge</b>	<b>IQAC members</b>
Criterion I	Mrs. S. Deepalakshmi	Dr. D. Venkateswaran
Criterion II	Dr. P. Suriakala	Dr. K. Ramesh Kumar
Criterion IIIa	Dr. G. Srinivasagan	Mr. N. Ramesh
Criterion IIIb	Dr. G. Gowri	Dr. S. David Laurence
Criterion IV	Mr. P.R.Ramji	Mrs. Vasudeva Raja Latha
Criterion V	Dr. P. R. Suganya	Mrs. R.Vinitha
Criterion VI	Dr. C. Ramakrishnan	Mr. A. Gnana Velayutham
Criterion VII	Mrs. S. Manjula Gayathri	Mr. R. Jaganathan (Office)



## **RAJAPALAYAM RAJUS' COLLEGE**

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**RAJAPALAYAM - 626117**

**INTERNAL QUALITY ASSURANCE CELL**

### **Circular**

**Date: 1<sup>st</sup> February 2019**

All Teaching Faculty are asked to attend the seminar entitled, "**ENHANCING RESEARCH ACTIVITIES IN CAMPUS**" to be held on 2<sup>nd</sup> February 2019, 10.00 AM at Auditorium.

  
**Dr. M Kanagasabapathy**  
Coordinator, IQAC

  
**Dr. V. Venkatraman**  
Principal

**To,**  
**All Teaching Staff**



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**RAJAPALAYAM - 626117**

**INTERNAL QUALITY ASSURANCE CELL**

### SEMINAR ON

### ENHANCING RESEARCH ACTIVITIES IN CAMPUS

**Date** : 02.02.2019

**Time** : 10.00 A.M - 01.00 P.M

**Venue** : Auditorium.

Prayer

**Welcome Address** : Dr. M.Kanagasabapathy,  
Coordinator, IQAC

**Presidential Address** : Dr.S.Singaraj, M.Com., Ph.D.,  
President, College Governing Council.  
Rajapalayam Rajus' College.

**Felicitation** : Sri. P.R.Vijayarahavan, B.Com.,  
Secretary, College Governing Council,  
Rajapalayam Rajus' College.

Special Address

Session I

#### ***Research Funding Agencies***

Dr.V.Venkatraman, M.A, Ph.D, D.Litt,  
Principal,  
Rajapalayam Rajus' College.

Session II

#### ***How to write Research Papers in Impact Journals?***

Dr.K.Sivaramamoorthy M.Sc., Ph.D,  
Associate Professor and Research Coordinator,  
Rajapalayam Rajus' College.

**Vote of Thanks** : Mr. A.Gnana Velayutham  
IQAC Member

National Anthem



**RAJAPALAYAM RAJUS' COLLEGE**  
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**RAJAPALAYAM - 626117**

**INTERNAL QUALITY ASSURANCE CELL**

**Circular**

**Date: 1-2-2019**

Following IQAC members are asked to attend the meeting with the College Governing Council on 4<sup>th</sup> Feb 2019 at 4.10 PM to discuss about the following agenda.

**Agenda**

1. Review of Research Activities
2. Consolidation of Extension Activities - NSS, YRC, RRC
3. Any other matter.

*MC*  
**Dr. M Kanagasabapathy**  
Coordinator, IQAC

*V. Venkatraman*  
**Dr. V. Venkatraman**  
Principal

Criterion Convenors		Review committee members	
Criterion I	Ms. S. Deepalakshmi <i>DPK</i>	Dr. D. Venkateswaran <i>DV</i>	
Criterion II	Dr. P. Suriakala <i>P. Sri</i>	Dr. K. Ramesh Kumar <i>KR</i>	
Criterion IIIa	Dr. G. Srinivasagan <i>G. Srinivasagan</i>	Dr. K. Sivaramamoorthy <i>KS</i>	
Criterion IIIb	Dr. G. Gowri <i>G. Gowri</i>	Dr. M. Muruganantham <i>MM</i>	
Criterion IV	Mr. P. R. Ramji <i>P.R. Ramji</i>	Mr. N. Ramesh <i>NR</i>	
Criterion V	Dr. P. R. Suganya <i>P.R. Suganya</i>	Dr. S. David Laurence <i>DL</i>	
Criterion VI	Dr. C. Ramakarishnan <i>CR</i>	Coordinator, NIRF <i>DL</i>	
Criterion VII	Ms. S. Manjula Gayathri <i>Manjula</i>	Ms. R. Vinitha <i>Vinitha</i>	
		Mr. A. Gnanavelayutham <i>AG</i>	
SSS	Ms. Vasu Deva Raja Latha <i>VDR</i>		
B. Ramaraja (Office Superintendent)	<i>B. Ramaraja</i>	Students' Representative	
Mr. R. Vishnushankar, AISHE Nodal officer	<i>R. Vishnushankar</i>	<i>S. Igneshwari 17RM10026</i>	



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## INTERNAL QUALITY ASSURANCE CELL

### Minutes of the meeting

**Date: 5-2-2019**

Based on the IQAC meeting conducted with the College Governing Council, on 4-2-2019, the following resolutions were made.

1. Research committee should consolidate the research activities for the past year 2018.
2. Reports of extension activities such as NCC, NSS, YRC, RRC for this academic year should be summarized and submitted to IQAC.
3. Recommendations were given to organize inter-departmental seminars of with research importance.

*[Signature]*

**President**

**College Governing Council**

*[Signature]*  
**Secretary**  
**College Governing Council**

*[Signature]*

**Dr. M Kanagasabapathy**  
**Coordinator, IQAC**

*[Signature]*  
**Dr. V. Venkatraman**  
**Principal**

Criterion Convenors		Review committee members	
Criterion I	Ms. S. Deepalakshmi <i>[Signature]</i>	Dr. D. Venkateswaran <i>[Signature]</i>	
Criterion II	Dr. P. Suriakala <i>[Signature]</i>	Dr. K. Ramesh Kumar <i>[Signature]</i>	
Criterion IIIa	Dr. G. Srinivasagan <i>[Signature]</i>	Dr. K. Sivaramamoorthy <i>[Signature]</i>	
Criterion IIIb	Dr. G. Gowri <i>[Signature]</i>	Dr. M. Muruganantham <i>[Signature]</i>	
Criterion IV	Mr. P. R. Ramji <i>[Signature]</i>	Mr. N. Ramesh <i>[Signature]</i>	
Criterion V	Dr. P. R. Suganya <i>[Signature]</i>	Dr. S. David Laurence <i>[Signature]</i>	
Criterion VI	Dr. C. Ramakarishnan <i>[Signature]</i>	Coordinator, NIRF	
Criterion VII	Ms. S. Manjula Gayathri <i>[Signature]</i>	Ms. R. Vinitha <i>[Signature]</i>	
SSS	Ms. Vasu Deva Raja Latha <i>[Signature]</i>	Mr. A. Gnanavelayutham <i>[Signature]</i>	
B. Ramaraja (Office Superintendent)	<i>[Signature]</i>	Students' Representative	
Mr. R. Vishnushankar, AISHE Nodal officer	<i>[Signature]</i>	S. Vigneshwari <i>[Signature]</i>	



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**INTERNAL QUALITY ASSURANCE CELL**

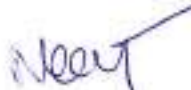
**Date: 25<sup>th</sup> March 2019**

**Circular**

It is proposed to convene IQAC meeting on 27<sup>th</sup> March 2019 at 4.05 p.m. in the Secretary's Chamber with the members of College Governing Council to discuss about the following agenda.









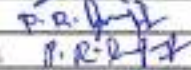

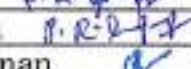





**Agenda**

1. Submission of IIQA and SSR.
2. Completion of data compilation for Student's Satisfaction Survey.
3. Collecting Feedback forms from students.
4. Getting approval for online fees payment for IIQA and SSR.
5. Any other matter.

  
**Dr. M Kanagasabapathy**  
**Coordinator, IQAC**

  
**Dr. V. Venkatraman**  
**Principal**

**To,**

Criterion in-charge		IQAC members
Criterion I	Mrs. S. Deepalakshmi 	Dr. D. Venkateswaran 
Criterion II	Dr. P. Suriakala 	Dr. K. Ramesh Kumar 
Criterion IIIa	Dr. G. Srinivasagan 	Mr. N. Ramesh 
Criterion IIIb	Dr. G. Gowri 	Dr. S. David Laurence 
Criterion IV	Mr. P.R.Ramji 	Mrs. Vasudeva Raja Latha 
Criterion V	Dr. P. R. Suganya 	Mrs. R.Vinitha 
Criterion VI	Dr. C. Ramakrishnan 	Mr. A. Gnana Velayutham 
Criterion VII	Mrs. S. Manjula Gayathri 	Mr. R. Jaganathan (Office) 





# RAJAPALAYAM RAJUS' COLLEGE

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**RAJAPALAYAM - 626117**

## INTERNAL QUALITY ASSURANCE CELL

**Date: 1<sup>st</sup> April 2019**

### Minutes of Meeting

Based on the IQAC meeting conducted on 27<sup>th</sup> March 2019, the following resolutions were made:

1. Data compilation as well as verification for IIQA was completed and approved for submission at NAAC's portal.
2. Review of SSR should be completed by IQAC on or before 20<sup>th</sup> April 2019.
3. Collection of Feedback on curriculum from students should be completed on or before 30<sup>th</sup> April 2019.
4. Data compilation for SSS was completed in the NAAC prescribed format by SSS Coordinator Mrs. Vasudeva Raja Latha.
5. Online payment fees for IIQA submission (Rs. 29,500) was approved by the College Governing Council.

**Dr. S. Singaraj**  
President  
College Governing Council

**Sri. P. R. Vijayaraghavan**  
Secretary  
College Governing Council

**Dr. M Kanagasabapathy**  
Coordinator, IQAC

**Dr. V. Venkatraman**  
Principal

### Members Present

	<b>Criterion in-charge</b>	<b>IQAC members</b>
Criterion I	Mrs. S. Deepalakshmi	Dr. D. Venkateswaran
Criterion II	Dr. P. Suriakala	Dr. K. Ramesh Kumar
Criterion IIIa	Dr. G. Srinivasagan	Mr. N. Ramesh
Criterion IIIb	Dr. G. Gowri	Dr. S. David Laurence
Criterion IV	Mr. P.R.Ramji	Mrs. Vasudeva Raja Latha
Criterion V	Dr. P. R. Suganya	Mrs. R.Vinitha
Criterion VI	Dr. C. Ramakrishnan	Mr. A. Gnana Velayutham
Criterion VII	Mrs. S. Manjula Gayathri	Mr. R. Jaganathan (Office)



**RAJAPALAYAM RAJUS' COLLEGE**  
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**INTERNAL QUALITY ASSURANCE CELL**

**Date: 27-5-2019**

**Minutes of the Meeting**

A special meeting was conducted with the College Governing Council on 27<sup>th</sup> May 2019 to discuss about the requirements for IQAC.

The following requirements were submitted to the College Governing Council for approval.

1. One more Desktop computer
2. One more almira
3. One Projector (including wall mounting)
4. Two more office tables with provision for Desktop Computer
5. Separate Server storage for data and e-copies of the documents
6. Ergonomic chairs - Three numbers
7. Direct LAN connectivity to IQAC room
8. Stationary items (A4 Paper - 500 sheets, Printer Ink Bottles etc.)
9. 24 x 7 uninterrupted power supply line to computers
10. Service and maintenance of the air-conditioner in the IQAC room.

The College Governing Council approved these appeal and assured to accomplish all these submitted requirements as early as possible.

**Dr. S. Singaraj**  
**President**  
**College Governing Council**

**Sri. P. R. Vijayarahavan**  
**Secretary**  
**College Governing Council**

**Dr. M Kanagasabapathy**  
**Coordinator, IQAC**

**Dr. V. Venkatraman**  
**Principal**



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RAJAPALAYAM - 626117

### INTERNAL QUALITY ASSURANCE CELL


Date: 17<sup>th</sup> June 2019


#### Circular

It is proposed to convene IQAC meeting today at 3.05 p.m. in the Secretary's Chamber with the members of College Governing Council to discuss about the following agenda.

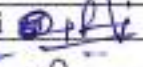

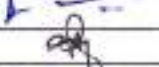





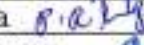







#### Agenda

1. Submission of SSR at NAAC's Portal.
2. Getting approval for online fees payment for SSR.
3. Any other matter.

  
**Dr. M Kanagasabapathy**  
Coordinator, IQAC

  
**Dr. V. Venkatraman**  
Principal

To,

Criterion in-charge		IQAC members
Criterion I	Mrs. S. Deepalakshmi 	Dr. D. Venkateswaran 
Criterion II	Dr. P. Suriakala 	Dr. K. Ramesh Kumar 
Criterion IIIa	Dr. G. Srinivasagan 	Mr. N. Ramesh 
Criterion IIIb	Dr. G. Gowri 	Dr. S. David Laurence 
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Criterion VI	Dr. C. Ramakrishnan 	Mr. A. Gnana Velayutham 
Criterion VII	Mrs. S. Manjula Gayathri 	Mr. R. Jaganathan (O.S.) 



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**RAJAPALAYAM - 626117**

### INTERNAL QUALITY ASSURANCE CELL

Date: 17<sup>th</sup> June 2019

#### Minutes of Meeting

Based on the IQAC meeting conducted on 17<sup>th</sup> June 2019, the following resolutions were made:

1. Data compilation as well as verification for SSR was completed and approved for submission at NAAC's portal.
2. Online payment fees for SSR submission (Rs. 1,09,150) was approved by the College Governing Council.
3. SSR should be submitted on 20<sup>th</sup> June 2019 at NAAC portal.

**Dr. S. Singaraj**  
President  
College Governing Council

**Sri. P. R. Vijayaraghavan**  
Secretary  
College Governing Council

**Dr. M Kanagasabapathy**  
Coordinator, IQAC

**Dr. V. Venkatraman**  
Principal

#### Members Present

	<b>Criterion in-charge</b>	<b>IQAC members</b>
Criterion I	Mrs. S. Deepalakshmi	Dr. D. Venkateswaran
Criterion II	Dr. P. Suriakala	Dr. K. Ramesh Kumar
Criterion IIIa	Dr. G. Srinivasagan	Mr. N. Ramesh
Criterion IIIb	Dr. G. Gowri	Dr. S. David Laurence
Criterion IV	Mr. P.R.Ramji	Mrs. Vasudeva Raja Latha
Criterion V	Dr. P. R. Suganya	Mrs. R.Vinitha
Criterion VI	Dr. C. Ramakrishnan	Mr. A. Gnana Velayutham
Criterion VII	Mrs. S. Manjula Gayathri	Mr. R. Jaganathan (O.S.)



# Rajapalayam Rajus' College

A Linguistic Minority Co-Educational Institution  
Affiliated to Madurai Kamaraj University Reaccredited 'B' grade by NAAC

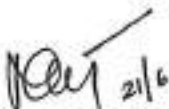
## Rajapalayam

### Internal Quality Assurance Cell

Date: 21<sup>st</sup> June 2019

#### Circular

Faculty members are asked to submit the details of their paper presentations, seminars / conferences / guest lectures participated, research and books publications, board of studies meetings for the academic year 2018-19 to IQAC on or before 22<sup>nd</sup> July 2019 in order to consolidate the AQAR for the academic year 2018-19.

  
Coordinator, IQAC

  
Principal

# RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM

Subject:

Date: 21/6/2019

## TEACHING STAFF-AIDED

ENGLISH	HISTORY	COMMERCE	MATHS	PHYSICS	CHEMISTRY
CR ✓	DV ✓	LR	MV	SSS ✓	NR ✓
MM ✓	KR ✓	ELR ✓	SDL ✓	KSR ✓	MKS ✓
PRS ✓	RJ ✓	AS ✓	RRL ✓	MR ✓	GS ✓
CPS/M.J ✓	DEJ ✓	RVS ✓	MVS ✓	PS ✓	TUS ✓
	BK ✓	GG ✓	KLP ✓	SK	
TAMIL	RJS ✓	SMG ✓	ECONOMICS	LIBRARY	PHY.EDU
KA ✓	SL ✓	DM	SCN ✓	VL ✓	LM ✓
VK ✓	RS ✓	RV ✓			
SS ✓	Pr ✓	RR ✓			
		AB ✓			

## TEACHING STAFF- SELF-FINANCE

ENGLISH	BBA	COMMERCE	CA	COMP.SCI	TAMIL
TM ✓	SKK	NM ✓	AGV ✓	RSM	KKP ✓
TUP ✓	PRR	RAJ ✓	LP ✓	MRK ✓	KVD
BM ✓	RRFN ✓	AM ✓	SGP ✓	SD ✓	PR ✓
MSU ✓	RM	RG ✓	ML ✓	KK ✓	JPL ✓
MSS ✓	AA ✓	RU ✓	RSD ✓	MGK ✓	Sc ✓
MBD	MATHS		AG ✓	VKS ✓	
KGS ✓	MK		ARK ✓	MS ✓	
RM ✓	DJ		TB ✓	MS ✓	
SA ✓	MMH ✓		MSR ✓		PHY.EDU
PVA ✓	BM ✓		NS ✓		RA ✓
KM ✓	MML ✓		MRA		Library
RG ✓	TG ✓		SRS ✓		S.P. ✓
	RMG ✓		GA ✓		
	RSD ✓				

## TEACHING STAFF-PTA

ENGLISH	COMMERCE	CA	TAMIL
EM ✓	DSK ✓	MUM ✓	CM ✓
		SRL ✓	RRM
			RVP

## NON-TEACHING STAFF

			SELF
BR	GD	RMJ	
BRK	TR	SSA	RR
RJN	S.SEE	BMK	BMS
PRG	RMS	R.SRI	AA
VD	TS	RSL	KR
SS	KS	BM	SMB
SVR	KRJ	PS	RMA
PRM	AR	SY	JMA
SSR	SPV	MS	RSN
MV	SM	SVS	PRS