

CIRCULARS, MINUTES
AND
ACTION TAKEN REPORT

2022 - 2023 & 2023 - 2024



RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM
(A Linguistic Minority & Co-Educational Institution & Affiliated to Madurai Kamaraj University)
(Re-Accredited with 'B++' (3rd Cycle) CGPA (2.93 /4.00) by NAAC)
Email Id: iqacrrc1973@gmail.com, iqac@rrc.ac.in Website: www.rrc.ac.in

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: IQAC/2022-2023/1

11.06.2022

Circular

The following faculty members have been assigned as the Internal Quality Assurance Cell members with effect from 11.06.2022.

IQAC Members:

1. Dr. V.Sivakumar – Criterion I *VP*
2. Mr. A.Gnana Velayutham – Criterion - II *AV*
3. Dr. K.Ramesh kumar – Criterion III *KR*
4. Dr. B.Kandasamy – Criterion III (a) *BK*
5. Mr. M.Vishnusankar – Criterion IV *MV*
6. Mrs. A.Bhuvaneshwari – Criterion V *AB*
7. Dr. M.Lakshmi – Criterion VI *ML*
8. Mr. N.Ramesh – Criterion VII *NR*
9. Dr. M.Kanagasabapathy – Member. *MK*
10. Mr. R. Vishnu shankar – Member *RV*

P.R. Suganya
Dr. P.R.Suganya
IQAC Coordinator

D. Venkateswar
Dr. D.Venkateswaran
Chairperson / Principal i/c



RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: IQAC/2022-2023/2

21.06.2022

Circular

The IQAC members are requested to attend the meeting on 24.06.2022 at 02.30 PM at Principal's Chamber to discuss the following.

Agenda

1. To organize Professional / Faculty Development Programme.
2. To initiate call for papers/book chapters with ISBN Publication.
3. To organize Student Induction Programme (SIP).
4. To prepare Academic Calendar and Staff Academic Diary.
5. To initiate AAA (Administrative and Academic Audit – 2021 – 2022).
6. To prepare IQAC Plan of Action for the year 2022 – 2023.
7. Any other matter.

P. R. J. J. J.
IQAC Coordinator
Co-ordinator

Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam

D. Venkateswamy
Chairperson / Principal i/c

- Members:
1. Dr. K.Ramesh kumar *K.R.*
 2. Mr. N.Ramesh N. *N.R.*
 3. Dr. M.Kanagasabapathy *M.K.*
 4. Mr. A.Gnana Velayutham *A.G.*
 5. Mr. R.Vishnu Shankar *R.V.*
 6. Dr. Latha Vasudevaraja *L.V.*
 7. Dr. B.Kandasamy *B.K.*
 8. Mrs. A.Bhuvaneshwari *A.B.*
 9. Dr. M.Lakshmi - M. *M.L.*
 10. Mr. M.Vishnusankar *M.V.*
 11. Dr. V.Sivakumar *V.S.*

Meeting of Internal Quality Assurance Cell.

Minutes of the First Meeting held on 24th June, 2022 at
2.30 pm at Principal's chamber



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Internal Quality Assurance Cell (IQAC)

COMMITTEE MEMBERS – 2022-2023

Chairperson

Dr. D. Venkateswaran – *Principal i/c.*

Coordinator of the IQAC

Dr. P.R. Suganya – *Assistant Professor of English.*

Management Representative

Dr. S. Singaraj – *Secretary, College Governing Council.*

Nominee from Employer

Sri. N.R. Krishnamoorthy Raja – *President, College Governing Council.*

Senior Teachers

Dr. K. Ramesh kumar, Head, *Associate Professor of History.*

Mr. N. Ramesh, Head, *Department of Chemistry.*

Dr. M. Kanagasabapathy, *Assistant Professor of Chemistry.*

Mr. R. Vishnushankar, *Assistant Professor of Commerce.*

Dr. Vasudheva Raja Latha, *Librarian.*

Mr. A. Gnanavelayutham, Head, *Department of Commerce (CA).*

Dr. B. Kandasamy, *Assistant Professor of History.*

Ms. A. Bhuvaneshwari, *Assistant Professor of Commerce.*

Mr. M. Vishnusankar, *Assistant Professor of Mathematics.*

Dr. M. Lakshmi, *Assistant Professor of Business Administration.*

Dr. D. Sivakumar, *Assistant Professor of Computer Science.*

Mr. S.S. Ravichandran, *Office Superintendent.*

Nominee from Alumni

Dr. S. Muthukrishnan – *President, Alumni Association.*

Nominee from Industrialists/Local Society/Stakeholders

Sri. P. Devaraj – *Industrialist.*

Mr. G. Sankaranarayanan – *Local Society.*

Sri. K.G. Prakash – *Stakeholder.*

Nominee from Students

Selvi. M. Srithija – *II M.Com.*

Selvan. R. Balaji – *III B.Sc Physics.*

Items for Consideration:

Approval for the plan of Action and Action Taken Report of 2021-2022.

The plan of Action and Action taken Report of 2021-2022 were circulated through IQAC office and the members have confirmed the same.

Item No: 1 - To organize Professional / Faculty Development Programme.

It was proposed to conduct Professional / Faculty Development Programme [FDP] during this academic year 2022-2023.

Item No: 2 - To initiate call for papers/books chapters with ISBN publication.

As briefed and instructed by Dr. D. Venkateswaram, Principal IIC, to encourage the faculties to publish papers / book chapters with ISBN publications.

Item No: 3 - To organize Student Induction Programme (SIP).

It was proposed to conduct Student Induction Programme (SIP) 2022-2023 for first year UG students.

Item No: 4 - To prepare Academic calendar and Staff Academic Diary.

It was unanimously resolved to prepare an academic calendar details by taking into considerations the activities of the department and common functions of the college. The head of the department would be asked to submit the plan of action for the

academic year 2022-2023. with the budget estimation after discussion in the department meeting. further the implementation of Staff Academic diary for the academic year 2022-2023.

Item No: 5 - To conduct AAA (Administrative and Academic Audit 2021-2022).

As briefed & Instructed by Dr. P. K. Suganya, IQAC, Co-ordinator, to conduct the Administrative and Academic Audit 2021-2022.

Item No: 6 - To prepare IQAC Plan of Action for the year 2022-2023.

As briefed & Instructed by Dr. D. Venkateswaran, Principal etc, to prepare IQAC plan of Action for the year 2022-2023.

These being no other point to discuss, the meeting was concluded with vote of thanks.

Co-ordinator

Quality Assurance Cell
Rajaram College

Rajapalayam.

Action Taken Report

1. Faculty Development Programme on Research Methodology was organized on 31.08.2022 with Dr. Ramasamy, Asst. Librarian, M.V.M. College, Dindugal by IQAC.
2. Book Chapters with ISBN were published by the Department of English, Commerce, Tamil and History initiated by IQAC in the months of December 2022 and Jan 2023.
3. Student Induction Programme was organized by IQAC for the freshers during the first week of their joining the college.
4. Academic Calendar and Staff Academic Diary were issued.
5. Academic and Administrative Audit was held in the month of Sep 2022.
6. IQAC Plan of Action for the year 2022-2023 was prepared and passed in the governing Council meeting for the approval.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Quality Benchmarks to achieve 'A+' Grade in 4th Cycle of NAAC Reaccreditation Under RAAF

1. Creating Endowments / Chairs with the help of NAR Group, Raja Charitable Trust, PACR Educational Trust, AKDR Trust, etc.
2. Increase number of computers from 120 to 240 in the year 2024-2025.
3. Purchase of Minimum 12 LED TVs / Projector for each academic year.
4. Providing Financial Support to attend Conferences, Workshops or FDP (ISBN Publications) = 105 Teaching staff Rs.1000/- each
5. Obtaining ISO certification / QCF certification.
6. Establishment of Day Care Centre at our institution.
7. Construction of Rest room for Person with disability (Divyangjan) in each floor.
8. Construction of New Lunch Shed for Boys and Girls.
9. Starting a Co-operative store.
10. Girls Dormitory.
11. Installation of 40 kW Solar Energy (On-Grid facility).
12. Establishing Bio-Gas Plant at Boys and Girls Hostel.
13. Establishing Solid Waste Management, Liquid Waste Management (Effluent Treatment Plant) and Waste Water Management.
14. Creating Landscaping with trees and plants in the courtyard.
15. Conducting Academic and Administrative Audit, Green Audit, Energy Audit and Environment Audit.

Forwarded
D. Venkateswary

(Dr. P.R. Suganya)
IQAC Coordinator
Co-ordinator

Circular

Ref : IQAC / 2022 - 2023 / 2

06.06.2022

The members of IQAC are requested to attend the meeting on 07.06.2023 at 2.30 PM at Principal's Cabin to discuss the following.

Agenda:

1. To collect the feedback on curriculum and Teaching-Learning process from Students, Teachers, Alumni and Employers.
2. To assign new co-ordinators for the various clubs/cells etc.
3. Any other matter (Certificate course in Naam Mudhalvan - non-credit)

P. R. J. Jagan
IQAC - Coordinator
Co-ordinator

D. Velayutham
Chairperson / Principal etc

**Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam.**

**PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.**

IQAC Members:

1. Dr. K. Ramesh Kumar MMW
2. Mr. N. Ramesh NIR
3. Dr. M. Kanagasabapathy Key
4. Mr. A. Anura Velayutham A. Anura
5. Mr. R. Vishnu Shankar. Vishnu
6. Dr. Latha Vasudevaraja Latha
7. Dr. B. Kardasamy. B. Kardasamy
8. Mrs. A. Bhuvaneshwari A. Bhuvaneshwari
9. Dr. M. Lakshmi. M. Lakshmi
10. Mr. M. Vishnusankar. M. Vishnusankar
11. Dr. V. Sivakumar. V. Sivakumar



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

09.06.2022

Circular

IQAC has planned to conduct **Student Satisfaction Survey (SSS) – 2021 – 2022** for all **UG and PG Students**. Henceforth all the Heads of the Departments are requested to share the **Student Satisfaction Survey (SSS) – 2021 – 2022** link and encourage the students to participate in this survey.

Student Satisfaction Survey (SSS) - <https://forms.gle/cpodwfm1vfiVqrD59>
2021 – 2022

P. R. S. J. J.
Co-ordinator, IQAC
 Co-ordinator

Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam

Copy to HOD's:

1. History - *[Signature]*
2. Commerce - *[Signature]*
3. Physics - *[Signature]*
4. Mathematics - *[Signature]*
5. Chemistry - *[Signature]*
6. Commerce (SF) - *[Signature]*
7. Commerce with Computer Application (SF) - *[Signature]*
8. Computer Science (SF) - *[Signature]*
9. Business Administration (SF) - *[Signature]*
10. Tamil (SF) - *[Signature]*
11. English (SF) - *[Signature]*
12. Mathematics (SF) - *[Signature]*
13. Commerce (Professional Accounting) (SF) - *[Signature]*

D. Vasudevan
Chairperson / Principal i/c

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.



இராஜபாளையம் இராஜீக்கள் கல்லூரி, இராஜபாளையம்
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

09.06.2022

Circular

Students Feedback on Curriculum

IQAC has planned to conduct **Students Feedback on Curriculum** for the academic year (2020 - 2021). Henceforth all the Heads of the Departments are requested to share the **Students Feedback on Curriculum** link and encourage the students to participate in the feedback process.

Students Feedback on Curriculum - <https://forms.gle/1nYbbdUWQC1MSu8X7>

P. R. & J. J.
 Coordinator

IQAC
 Coordinator
 Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam, and PG Students.

D. Venkateswamy
 Chairperson / Principal i/c

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
 RAJAPALAYAM.



இராஜபாளையம் இராஜீக்கள் கல்லூரி, இராஜபாளையம்
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

09.06.2022

Circular

Teachers Feedback on Curriculum

This is to bring to your kind notice that the IQAC has planned to conduct **Teachers Feedback on Curriculum** for the academic year (2021 – 2022). Henceforth the members of the Teaching Fraternity are requested to give their feedback on curriculum for the year 2021 – 2022 on or before 15th June 2022.

Teachers Feedback on Curriculum – <https://forms.gle/GQKqJ3f58LmhJu8F6>

P. R. [Signature]
 Co-ordinator

Co-ordinator
 Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 To Rajapalayam.

All Teaching Staff (Regular, Self-Finance, PTA staff)

D. Venkateswary
 Chairperson / Principal i/c

PRINCIPAL
 RAJAPALAYAM RAJUS' COLLEGE
 RAJAPALAYAM.

RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM

Subject: _____

Date: _____

TEACHING STAFF - AIDED

ENGLISH	HISTORY	COMMERCE	MATHS	PHYSICS	CHEMISTRY
CR ✓	DV	ELR ✓	SDL ✓	KSR ✓	NR ✓
MM ✓	VV ✓	AS ✓	RRL ✓	MR ✓	MKS ✓
PRS ✓	KR ✓	RVS ✓	MVS ✓	PS ✓	GS ✓
CPS ✓	RJ ✓	GG ✓	KLP ✓	SK ✓	TU ✓
	DEJ ✓	SMG ✓	MMH ✓		
	BK ✓	DM ✓			
TAMIL	RJS ✓	RV ✓	ECONOMICS	LIBRARY	PHY. EDU
VK ✓	SL ✓	RR ✓	SCN ✓	VL ✓	LM ✓
SS ✓	RS ✓	AB ✓			
RS ✓	PRR ✓	RS ✓			

TEACHING STAFF - SELF - FINANCE

ENGLISH	BBA	COMMERCE	CA	COMP. SCI	TAMIL
TM ✓	PSI ✓	RAJ ✓	AGV	SD ✓	KKP ✓
TUP ✓	LP ✓	AG	ARK ✓	DJ ✓	CM ✓
BM ✓	RG ✓	RM	TB ✓	MGK ✓	KVD ✓
KGS ✓	RR ✓	AA ✓	MU	DS ✓	DG ✓
PVD ✓	MM ✓	SJ ✓	VGK ✓	VSK ✓	RG ✓
RB ✓		LR - L. Ramadurai	AAS ✓	VVK ✓	RPV ✓
MJ ✓	MATHS	RSB ✓	TK - T. J. M.	MRG ✓	
NS ✓	MK ✓	MR ✓	RS - R. S.		
GK ✓	MML ✓	AK ✓	BMI ✓		
PSK ✓	RMG ✓	SS ✓	SSP ✓	PHYSICS	CHEMISTRY
GIS ✓	RSD ✓	B.COM(P.A)	AAM ✓	VJL	RAK
SP ✓	MS ✓	SKK ✓	MP ✓	SD ✓	
	PK ✓	AM ✓	MD ✓		
		ML	MT ✓		



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

08.06.2022

Circular

Employer Feedback on Curriculum

IQAC has planned to conduct **Employer Feedback on Curriculum** for the academic year (2021 - 2022). In this regard the President, the Secretary and members of the College Governing Council are requested to give their feedback on the curriculum.


Employer Feedback on Curriculum - <https://forms.gle/zWiKr6RVYtiEeJjY8>


 Co-ordinator

IQAC

Co-ordinator

Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam.
 Copy to:


 Chairperson / Principal i/c

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.

1. **Sri. N.R.Krishnamoorthy**, President - College Governing Council.
2. **Dr. S.Singaraj**, Secretary - College Governing Council.
3. **Sri. K.R.Dharmakrishna Raja**, Member - College Governing Council.
4. **Dr. S.Subramanian**, Member - College Governing Council.
5. **Sri. N.S.Ramakrishnan**, Member - College Governing Council.
6. **Sri. P.Devaraj**, Member - College Governing Council.
7. **Sri. K.G.Prakash**, Member - College Governing Council.
8. **Dr. D.Venkateswaran**, Ex-officio Member - College Governing Council.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

09.06.2022

Circular

Alumni Feedback on Curriculum

IQAC has planned to conduct **Alumni Feedback on Curriculum** for the academic year (2021 – 2022). Henceforth the alumni of our institution are requested to give their feedback on the curriculum of the academic year 2021 – 2022.

Alumni Feedback on Curriculum – <https://forms.gle/Q4kogKJ6dN6dwVJu5>

P. R. Raju
 Co-ordinator

IQAC
 Co-ordinator
 Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam.

D. Venkateswar
 Chairperson / Principal i/c

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE,
RAJAPALAYAM.

Minutes of the Meeting:

Venue: Principal's Chamber

Date: 07.06.2022

Time: 2.30 pm.

Agenda Item No: 1 - Feedback on curriculum.

The Principal being the chairperson of IQAC, welcomed all the members of the IQAC for the meeting. He reported that before filling the feedback form, the students should be made aware of the importance of feedback and to fill the forms independently and fearlessly. Links will be created and shared through circulars for Students Satisfaction Survey, feedback on curriculum, Teachers feedback, Employer feedback and Alumni feedback. Links to be also shared in whatsapp groups for filling the forms. The filled in forms will be analyzed and updated in the website.

Agenda Item No: 2 - New co-ordinators for clubs/cells/committees.

An approximate of 27 clubs and committees are functioning actively and the new coordinators ^{and student representatives} are assigned to take the charge and execute the activities with the help of the seniors.

Agenda: Any other matter.

The IQAC - coordinator suggested to conduct Energy and Environment audits and which is mandatory for NAAC reaccreditation process. A proposal will be made to the Governing Council to instal solar panel for energy consumption and as an alternative source. It is decided to conduct IBN skills in Navamukhdavan

With all the above said suggestions and recommendations the meeting came to an end at 4.00 p.m.

P. R. J. J.
Co-ordinator, IQAC
Co-ordinator

Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam,

D. Venkatesh
Chairperson / Principal etc

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.

Circular

Ref: IQAC / 2022-2023 / 7

06.07.2022

A meeting of Internal Quality Assurance Cell (IQAC) is convened on 07.07.2022 at 2.30 p.m at the Principal's chamber. All IQAC members are invited to attend the meeting.

Agenda of the meeting:-

1. To summarize the process of consolidation of mentor-mentee for the academic year 2021-2022.
2. To implement zero hour activities for the academic year 2022-2023.
3. To initiate citizen consumer club and Rotary club of Rajapalayam Rajus' College Elite.
4. To organize students Induction Programme for all first year students on 12.08.2022.
5. To celebrate and commemorate 75 years of Independence Azadi Ka Amrit Mahotav.
6. To conduct Internal Administrative and Academic Audit (AAA)
7. Any other matter.

D. Vefastam
Chairperson / Principal etc

IQAC Members

- | | |
|-----------------------------|--------------------------|
| 1. Dr. K. Ramesh Kumar MD | 6. Dr. Lakshmi |
| 2. Mr. N. Ramesh N. Per | 7. Dr. B. Sadasamy |
| 3. Dr. M. Kanagasabapathy | 8. Mrs. A. Bhuvaneshwari |
| 4. Ms. A. Ganana Velayutham | 9. Dr. M. Lakshmi |
| 5. Mr. R. Vishnu Shankar | 10. Mr. M. Vishnuramkar |
| | 11. Dr. V. Sivakumar |

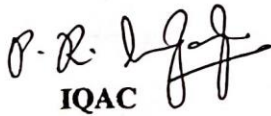
S. R. J. J.
Co-ordinator

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM

In-charge & Responsibilities:

- ❖ Soft Skill – Department of English (R) and Tamil (R).
- ❖ ICT – PG students.
- ❖ Communication English – PG Students.
- ❖ Sports and Yoga – Physical Education Director.
- ❖ Remedial / Seminar / Project – Respective Departments.
- ❖ Library – College Library.

Sl. No.	Department Activities
1.	Inauguration of Association of the respective Departments
2.	Extension Activities in the Neighborhood community, Gender Disparities and Sensitizing students to social issues for their holistic development. (Exclusively for all Departments)
3.	Extension Activities and outreach programmes conducted by the institutions through (NCC, NSS, RRC, YRC, WDC, Nature Club, Rotract Club, Blood Donator Club, Etc. Swachh Bharat, AIDS Awareness, Gender issues) – in collaboration with Industry, community and NGOs.
4.	Signing of MoU's with HEI, Universities and Corporate Houses – Research and Consultancy activities, Faculty Exchange, Student Exchange, Internship, Field trip, On-the-job training etc.
5.	International/National Level Workshops/Seminars/Conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship etc.
6.	One Day National Level Cultural Symposium
7.	Special Coaching Class for UGC – NET & SET Examinations for PG Students, Competitive Examinations and other National and International level examinations (JAM, CLAT, GATE, TOFEL, Civil Services / State Government Examinations)
8.	Special Invited Alumni Guest Lectures and Interaction
9.	Celebration of National / International Commemorative Days, Events & Festivals etc.
10.	Library visit is mandatory for teaching staff during free hours.
11.	Mandatory to publish one chapter / book with ISBN publication. (August 2022 to May 2023) by teaching staff.
12.	Mandatory to publish one research article in UGC Care I and II Journals. (August 2022 to May 2023) by teaching staff.


P. R. Vijay
IQAC

Coordinator
Co-ordinator

Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam.


D. Venkateswamy
Principal i/c

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.

Minutes of the Meeting

Venue : Principal's Cabin

Date : 07.07.2022

Time : 2.30 p.m.

Agenda Item No: 1.

Consolidation of Mentor-Mentee 2021-2022

A formal welcome was offered by the Principal. He stated that the mentor-mentee report for the academic year 2021-2022 should be documented by the in-charges and duly signed by the same for the purpose of documentation.

Agenda Item No: 2. zero hour

The IQAC has initiated the zero hour plan in order to channelize and systematize the quality enhancement activities. The Time-Table will be circulated so that the activities will be executed as per the plan.

Agenda Item No: 3. Clubs - Inauguration

It has been decided to initiate the consumer club with Dr. P. Elit James as the co-ordinator and the Rotary Club of Rajapalayam Elite with Mr. Gopi @ Manimaran as the co-ordinator respectively. The installation ceremony to be organized on 25/8 & 14/09/2022.

Agenda Item No: 4. SIP

According to the UAC Regulations and Guidelines, it is mandatory for all the higher educational institutions to organize Students' Induction Programme before taking up the regular classes. It is decided to plan on 12.08.2022 for the freshers to get oriented on the various activities.

Agenda Item No: 5

Azadi Ka Amrit Mahotsav

It has been decided to celebrate the 75th Independence

Day Celebration by conducting Freedom fighters Memorial Minimarathon and to suggest other programmes in due course of time.

Agenda Item No:6

Academic and Administrative Audit.

It has been decided to conduct a meeting with the IQAC team to initiate the AAA for the academic year 2020-2021.

Any other matter:

Certificate course in Yoga in collaboration with the World Community Service Centre, Aliyar, Pollachi will be implemented for the welfare of the students by signing an MOU and making it functional throughout the year.

Capacity Building & Skill Enhancement Programmes will be organized every year by Vinesh Ramakrishnan Charitable Trust, Chennai and collaboration with IQAC by signing an MOU.

With all the above mentioned discussions the meeting came to a close.



Co-ordinator

Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam.

Circular

Ref: IQAC / 2022 - 2023 / 5

02.08.2022

The IQAC members are requested to attend the meeting convened by the IQAC, ^{on 02.08.2022} at 2.30 p.m. at the Principal's chamber.

Agenda of the meeting:

1. Intimation to the HOD's about AAA.
2. Azadi ke Amrit Mahotsav
3. Teachers' Day celebration and International Literacy Day Celebration
4. Anti-drug awareness Day
5. Any other matter.

P. R. J. J.

Co-ordinator IQAC

Co-ordinator

Internal Quality Assurance Cell

Rajapalayam Rajus' College

Rajapalayam.

D. Ve. Palani

Chairperson / Principal i/c

PRINCIPAL

RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.

1. Dr. K. Ramesh Kumar KKM
2. Mr. M. Ramesh NR
3. Dr. M. Karagasabapathy. KGP
4. Mr. A. Gnanavelayutham. A.G.
5. Mr. R. Vishnu Shankar RVS
6. Dr. Lakshmi Vandana Raja LVR
7. Dr. B. Kandasamy. B.K.
8. Mrs. A. Bhuvaneshwari A.B.
9. Dr. M. Lakshmi M.L.
10. Mr. M. Vishvasankar. MVS
11. Dr. V. Sivakumar. V.S.



இராஜபாளையம் இராஜீக்கள் கல்லூரி, இராஜபாளையம்
RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

04.08.2022

Circular

Administrative and Academic Audit (AAA)

IQAC has planned to conduct **Administrative and Academic Audit (AAA)** internally for the academic year **2021 - 2022**. Henceforth all the Heads of the Departments and Extension activities coordinators are requested to maintain the files for a mock Administrative and Academic Audit (AAA). IQAC shall conduct AAA in the respective departments on 26th August 2022. Further Administrative and Academic Audit (AAA) 2021 - 2022 will be scheduled on 12th September, 2022 by an external auditing team. Kindly ensure that all documents are ready for the audit purpose. Your cooperation is highly solicited.


 Coordinator
 IQAC

Co-ordinator
 Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam.


 Chairperson / Principal i/c

PRINCIPAL
 RAJAPALAYAM RAJUS' COLLEGE
 RAJAPALAYAM.

Administrative and Academic Audit - 2021- 2022**Copy to:**

Department	HOD	Department	HOD
1. Commerce (R)	Dr. ELR <i>ELR</i>	11. Computer Science (SF)	Ms. SD <i>SD</i>
2. History	Dr. KR <i>KR</i>	12. Commerce (SF)	Dr. RAJ <i>RAJ</i>
3. Chemistry	Mr. NR <i>NR</i>	13. Commerce with CA (SF)	Mr. AGV <i>AGV</i>
4. Mathematics	Dr. SDL <i>SDL</i>	14. Business Administration (SF)	Dr. PS
5. Physics	Dr. KSR <i>KSR</i>	15. English Literature (SF)	Mr. TM <i>TM</i>
6. English (R)	Dr. CR <i>CR</i>	16. Tamil Literature (SF)	Dr. KKP <i>KKP</i>
7. Tamil (R)	Dr. VK <i>VK</i>	17. Mathematics (SF)	Ms. MK <i>MK</i>
8. Economics	Dr. SCN <i>SCN</i>	18. Commerce with Prof. Acc.(SF)	Dr. SKK <i>SKK</i>
9. Physical Education	Dr. LM <i>LM</i>	19. Office	Mr. SSR (OS) <i>SSR</i>
10. Library Science	Dr. Latha <i>Latha</i>		

List of files to be maintained in the Department for AAA

1. Board of Studies (University & Autonomous Colleges).
2. Add on / Certificate Programmes.
3. Project work/Field work/Internships/ Industrial Visit etc
4. Special Programmes for Advanced learners and Slow learners.
5. ICT (PPT, E-Content and Videos).
6. Mentor and Mentee.
7. UG & PG University Result.
8. Research Projects.
9. Research Guide and Scholars.
10. Workshops/Seminars/Conferences/any programme organised by the Dept.
11. Journal Publication - UGC Care List (I & II).
12. Books and Chapters in edited volumes/books.
13. Collaborative Activities - Research, Faculty Exchange, Student Exchange and Internship.
14. Functional MOU's.

15. Capacity Building and Skills enhancement.

(Soft skills, Language and Communication skills, Life skill (Yoga, Physical fitness, health & hygiene) and ICT/Computing Skills).

16. Career Guidance and Competitive examination.

17. Students Progressing to Higher Education.

18. Students appearing and qualified in State/National/International examinations.

19. Students outstanding performance in cultural activities (University, State, National and International).

20. Students outstanding performance in Sports activities (University, State, National and International).

21. Professional Development Programmes/Faculty Development Programmes/FIP organised by the department.

22. Teachers participated in PDP/FDP/Induction Programmes, Refresher Course and Short term courses).

23. Department Minutes File.

24. Academic Diary, Work load, Departmental Time table.

25. Internal test question papers.

26. Staff Self - Appraisal/CAS.

27. Teaching Material.

27. Departmental SWOC - External & Internal.

28. Student feedback on departmental functioning.

29. Students list.

30. Workshops/Seminars/Conferences/any programme attended by faculty members.

31. Programme and Course outcomes.

32. National and International Day Celebrations.

33. Department Extension and outreach Programmes.


Coordinator

IOAC
Co-ordinator




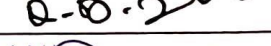
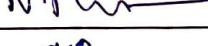
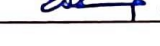






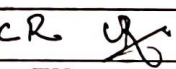
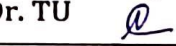
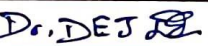


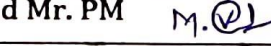


Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam.


Chairperson / Principal i/c

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE

RAJAPALAYAM

Administrative and Academic Audit – 2021- 2022

Cell/Club/Committee (Extension)	Coordinator/In-charge
1. SC/ST Cell	Dr. SDL
2. Minority Cell	Dr. DEJ 
3. Students' Grievance Cell	Dr. CR 
4. Internal Compliance Committee	Dr. VK 
5. Anti - ragging Committee	Dr. RAJ 
6. Academic Staff Council	Mr. NR 
7. R & D Cell	Dr. ELR 
8. Placement Cell	Dr. VS
9. Examination Committee	Dr. MM 
10. IIC	Mr. AS
11. Entrepreneurship Development Cell	Mr. AS
12. NCC (Boys and Girls)	Mr. RS & Ms. RR
13. NSS (Unit No. No171, 170, 206, 172, 173 & 235)	Dr. BK, Dr. DEJ, Dr. MR, Mr. AR, Ms. RV, Dr. PRS 
14. YRC	Dr. KKP 
15. RRC	Mr. PPR
16. Blood Donor's Club	Dr. KKP 
17. WDC	Ms. RJ 
18. Gender Sensitization Cell	Dr. VK 
19. Nature Club	Mr. PRR
20. Discipline Committee	Dr. RR / CR 
21. Hotel Committee	Dr. RS & Dr. TU 
22. Staff Club	Dr. SKK  Dr. DEJ 
23. Taaliim - Counselling Cell	Ms. RJ 
24. Roctract Club	Mr. MV and Mr. PM 
25. Readers Forum	Dr. Latha
26. Literary Forum	Dr. VK 
27. Competitive Examination Coaching Class	Dr. GS 

**Files to be maintained by the Extension Activities
(Cell/Club/Council/Committee) for AAA**

1. Student Enrolment file.
2. Student Circular file.
3. Minutes File.
4. Programme activities report file.
 - a. Circular/invitation/brochure.
 - b. Programme report.
 - c. Attendance list.
 - d. Geotagged photos/YouTube link.
 - e. Certificate of Participation.
5. Newspaper clippings.
6. Student participation in camp.
7. List of student participation in cultural event with certificates.
8. Appreciation Letter/Award/Recognition Letter.
9. Letter Correspondence with NGO's, Government Agencies, Etc.
10. Annual Report.


Coordinator

**IQAC
Co-ordinator
Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam.**


Chairperson / Principal i/c

**PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.**



75
Azadi Ka
Amrit Mahotsav



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Azadi Ka Amrit Mahotsav
(75 years of Independence of India)

Organised by
Internal Quality Assurance Cell (IQAC)
&
Department of Tamil (SF)

05.08.2022

Circular

The IQAC and Department of Tamil (SF) plan to celebrate Azadi Ka Amrit Mahotsav (75 Year of Independence of India) on 08.08.2022 (Monday). In this regard, **Prof. Dr. M.Krishnan**, Vice-chancellor, Central University of Tamil Nadu, Thiruvavur has given his consent to be the chief guest and deliver a special address. Hence the Head of the Departments are requested to arrange the students of Third Year UG to gather in their respective places allotted to them.

P. R. Raju
Coordinator
Coordinator

D. Ve. Suresh
Principal i/c

Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam

RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM

Department	HOD	Venue
1. Commerce (R)	Dr. ELR <i>ELR</i>	Seminar Hall
2. History	Dr. KR <i>R. Jey</i>	
3. Chemistry	Mr. NR <i>Niran</i>	
4. Mathematics	Dr. SDL	Smart Hall
5. Physics	Dr. KSR <i>KS</i>	
6. Mathematics (SF)	Mrs. MK <i>Ma</i>	
7. Commerce (CA)	Mr. AGV	Computer Lab - II
8. Computer Science (SF)	Mrs. SD <i>SD</i>	Computer Lab - I
9. Tamil (SF)	Dr. KKP <i>KKP</i>	III B.A Tamil Classroom



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

25.08.2022

Circular

Schedule for Administrative and Academic Audit (AAA)

IQAC has scheduled to visit the following departments on 26.08.2022 for **Administrative and Academic Audit (AAA)** internally for the academic year **2021 - 2022** between 10.00 am and 4.00 pm. The following faculty members will visit the respective departments. Your cooperation is highly solicited.


 Coordinator

IQAC
 Co-ordinator
 Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam.


 Chairperson / Principal i/c
PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.

Schedule for Administrative and Academic Audit (AAA)

Department	Time	Faculty	Department	Time	Faculty
1. Commerce (R)	10.05 am - 10.30 am	Dr. SDL, Mr. NR & Mr. RVS	11. Computer Science (SF)	10.05 am - 10.30 am	Dr. MKS, Dr. CR & Dr. PRS
2. History	10.35 am - 11.00 am		12. Commerce (SF)	10.35 am - 11.00 am	
3. Chemistry	11.05 am - 11.30 am		13. Commerce with CA (SF)	11.05 am - 11.30 am	
4. Mathematics	11.55 am - 12.20 pm		14. Business Admin. (SF)	11.55 am - 12.20 pm	
5. Physics	12.25 pm - 12.50 pm		15. English Literature (SF)	12.25 pm - 12.50 pm	
6. English (R)	1.30 pm - 1.55 pm		16. Tamil Literature (SF)	2.00 pm - 2.25 pm	
7. Tamil (R)	2.00 pm - 2.25 pm		17. Mathematics (SF)	2.30 pm - 2.55 pm	
8. Economics	2.30 pm - 2.55 pm		18. Commerce with Prof. Acc. (SF)	3.05 pm - 3.30 pm	
9. Physical Education	3.05 pm - 3.30 pm				
10. Library Science	3.35 pm - 4.00 pm				

P. R. Raju
Coordinator
IQAC

Co-ordinator
Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam.

P. Venkateswary
Chairperson / Principal i/c

PRINCIPAL,
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.

Minutes of the Meeting

Minutes of the fourth meeting held on 02.08.2022, at 2:30 p.m. at Principal's chamber.

Agenda Item No: 1

Academic and Administrative Audit

It was decided to complete the files of the respective departments as per the requirements for NAAC visit and get ready for the visit scheduled on 12th Sep 2022.

Agenda Item No: 2

Azadi Ka Amrit Mahotsav

It was proposed to organize an on-line programme as a part of the 75 years of Indian Independence with Prof. J. Kumar, the Vice-Chancellor of MKU as the chief guest on 10.08.2022 and with Prof. M. Krishnan, the Vice-Chancellor of Central University of Tamil Nadu as the Chief guest on 08.08.2022 for a special address at Smart Hall.

Agenda Item No: 3

Teachers' Day Celebration and Literacy Day Celebration

It was unanimously accepted by all the members to take part in the Teacher's Day Celebration hosted by the Management honouring the good work of the teachers. International Literacy Day also to be celebrated by the respective Departments with a short programme.

Agenda Item No: 4

Anti-drug awareness Day

It was decided to give an awareness on drug consumption and its ill effects on 11.08.2022 as it is the need of the hour.

As there is no other point to discuss, the meeting was concluded with the vote of thanks.


Co-ordinator

Circular

Ref: IQAC/2022-2023/5

03.09.2022

A meeting is convened by the IQAC on 03.09.2022 at 2.30 p.m at the Principal's chamber.

Agenda:

1. Academic and Administrative Audit - Date and schedule for Extension Activities.
2. Criteria wise data documentation and uploading.
3. Publication of Peer-Reviewed book chapter with ISBN
4. ICSSR sponsored seminar/conference - to apply.
5. NAAC sponsored Two Days National Workshop on Innovative Practices for Data Documentation of AQAR & SSR under Revised Assessment and Accreditation Framework - To organize.
6. To participate in NIRF Ranking - 2022.
7. To expedite the process of DCF and Teacher information Report for AISHE 2021-2022.
8. Any other matter.

P. R. J. J.
Co-ordinator IQAC
Co-ordinator

Internal Quality Assurance Cell
Rajapalayam Rajus College
Rajapalayam.

D. Vepateswary
Chairperson / Principal

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.

1. Dr. K. Ramesh Kumar M.M.
2. Mr. N. Ramesh N.P.R.
3. Dr. M. Karagasabapathy M.P.
4. Mr. A. Ganarelayutham M.P.
5. Mr. D. Vishnuhankar M.P.
6. Dr. Latha Vasudeva Raja M.P.
7. Dr. B. Kardasamy B. Kardasamy
8. Mrs. A. Bhuvaneshwari A. Bhuvaneshwari
9. Dr. H. Lakshmi M.P.
10. Mrs. M. Vishnusankar M.P.
11. Dr. V. Sivakumar V.S.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

05.09.2022

Circular

Schedule for Administrative and Academic Audit (AAA)

IQAC has scheduled to conduct **Administrative and Academic Audit (AAA)** internally for the academic year 2021 – 2022 for Extension activities of all Cells/Clubs/Committees. So the Coordinators are asked to visit on 08th and 09th September, 2022 to the IQAC Office, with all documents as per the schedule given below. Looking forward for your utmost cooperation.


 Coordinator
 IQAC

Co-ordinator
 Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam.


 Chairperson / Principal i/c

PRINCIPAL
 RAJAPALAYAM RAJUS' COLLEGE
 RAJAPALAYAM

Schedule for Administrative and Academic Audit - 2021- 2022

Cell/Club/Committee (Extension)	Coordinator/In-charge	Date	Time
1. SC/ST Cell	Dr. SDL	08.09.2022	01.30 PM to 01.45 PM
2. Minority Cell	Dr. DEJ	08.09.2022	01.45 PM to 02.00 PM
3. Students' Grievance Cell	Dr. CR	08.09.2022	02.00 PM to 02.15 PM
4. Internal Compliance Committee	Dr. VK	08.09.2022	02.15 PM to 02.30 PM
5. Anti - ragging Committee	Dr. RAJ	08.09.2022	02.30 PM to 02.45 PM
6. Academic Staff Council	Mr. NR	08.09.2022	02.45 PM to 03.00 PM
7. R & D Cell	Dr. ELR	08.09.2022	03.00 PM to 03.10 PM
8. Placement Cell	Dr. VS	08.09.2022	03.20 PM to 03.30 PM
9. Examination Committee	Dr. MM	08.09.2022	03.30 PM to 03.45 PM
10. IIC	Mr. AS	08.09.2022	03.45 PM to 04.00 PM
11. Entrepreneurship Development Cell	Mr. AS	08.09.2022	03.45 PM to 04.00 PM
12. NCC (Boys and Girls)	Mr. RS & Ms. RR	08.09.2022	04.00 PM to 04.15 PM
13. NSS (Unit No. No171, 170, 206, 172, 173 & 235)	Dr. BK, Dr. DEJ, Dr. MR, Mr. AR, Ms. RV, Dr. PRS	08.09.2022	04.15 PM to 04.30 PM
14. YRC	Dr. KKP	09.09.2022	01.30 PM to 01.45 PM
15. RRC	Mr. PPR	09.09.2022	01.45 PM to 02.00 PM
16. Blood Donor's Club	Dr. KKP	09.09.2022	02.00 PM to 02.15 PM
17. WDC	Ms. RJ	09.09.2022	02.15 PM to 02.30 PM
18. Gender Sensitization Cell	Dr. VK	09.09.2022	02.30 PM to 02.45 PM
19. Nature Club	Mr. PRR	09.09.2022	02.45 PM to 03.00 PM
20. Discipline Committee	Dr. RR	09.09.2022	03.00 PM to 03.10 PM
21. Hostel Committee	Dr. RS & Dr. TU	09.09.2022	03.20 PM to 03.30 PM
22. Staff Club	Dr. SKK	09.09.2022	03.30 PM to 03.45 PM
23. Taaliim - Counselling Cell	Ms. RJ	09.09.2022	03.45 PM to 04.00 PM
24. Rotract Club	Mr. MV and Mr. PM	09.09.2022	04.00 PM to 04.15 PM
25. Readers Forum	Dr. Latha	09.09.2022	04.15 PM to 04.30 PM
26. Literary Forum	Dr. VK	09.09.2022	12.15 PM to 12.30 PM
27. Competitive Examination Coaching Class	Dr. GS	09.09.2022	12.30 PM to 12.45 PM

P.R. Iyer
Coordinator
IQAC

Co-ordinator

[Signature]
Chairperson / Principal i/c



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Internal Quality Assurance Cell (IQAC)

30.09.2022

Circular

AQAR 2021 – 2022

The IQAC has provided Google form link for AQAR 2021 – 2022. In this aspect, a kind request is made to complete the data documentation in Excel file and PDF file formats on or before 17.10.2022. The Criterion Heads can be approached for further clarification and data verification during the process of documentation.

- Criteria – I : <https://forms.gle/ZRK1hZ6DKUkx5VBH9>
 (Dr. V.Sivakumar – Assistant Professor)
- Criteria – II : <https://forms.gle/fr1zV2Am4qGr2RJO9>
 (Mr. A.Gnana Velayutham – Assistant Professor)
- Criteria – III & III (A) } : <https://forms.gle/DWFzbqez9ywxsbS46>
 (Dr. K.Ramesh Kumar – Associate Professor & Head)
 (Dr. B.Kandasamy – Assistant Professor)
- Criteria – V : <https://forms.gle/r4BM3rzuExkXHTzx6>
 (Mrs. A.Bhuvaneshwari – Assistant Professor)
- Criteria – VI : <https://forms.gle/hKr87i3tKq1gpQiH9>
 (Dr. M.Lakshmi – Assistant Professor)
- Criteria – VII : <https://forms.gle/LDtzbz2EsFLuf5Qq6>
 (Mr. N.Ramesh – Assistant Professor & Head)

**Note: Kindly download the Excel Sheet using the links and upload the filled Excel sheet with proof (in PDF file)*

P. R. & G. G.
 IQAC, Coordinator

D. Venkateswari
 Principal & Chairperson

Co-ordinator
Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam.

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE

Copy to HODs:

Department	Department
1. Commerce (R) <i>SLP</i>	11. Computer Science (SF) <i>DB</i>
2. History <i>WNV</i>	12. Commerce (SF) <i>QBY</i>
3. Chemistry <i>N. Pan.</i>	13. Commerce with CA (SF) <i>Dr. S.</i>
4. Mathematics <i>[Signature]</i>	14. Business Admin. (SF) <i>[Signature]</i>
5. Physics <i>[Signature]</i>	15. English Literature (SF) <i>[Signature]</i>
6. English (R) <i>[Signature]</i>	16. Tamil Literature (SF) <i>[Signature]</i>
7. Tamil (R) <i>[Signature]</i>	17. Mathematics (SF) <i>M. Madhu</i>
8. Economics <i>[Signature]</i>	18. Commerce with Prof. Acc.(SF)
9. Physical Education <i>[Signature]</i>	
10. Library Science <i>[Signature]</i>	

Kamran



இராஜபாளையம் இராஜலுக்கள் கல்லூரி, இராஜபாளையம்
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

07.10.2022

Dear Sir/Madam,

Herewith an attachment sent by the Dean office of Madurai Kamaraj University, Madurai, is enclosed to be duly filled by the respective Clubs/Cells/Committee and to be mailed to iqac3@rrc.ac.in on or before 11.10.2022 for the academic year 2022-2023. Kindly treat this circular as **"Most Urgent"**.

P. R. S. S.
 Coordinator IQAC

K. S. S. S.
 Chairperson / Principal

Internal Quality Assurance Cell

Rajapalayam Rajus' College
 Rajapalayam.

Internal Quality Assurance Cell Rajapalayam Rajus' College Rajapalayam.	Coordinator/In-charge
1. SC/ST Cell	Dr. SDL <i>[Signature]</i>
2. Minority Cell	Dr. DEJ <i>[Signature]</i>
3. R & D Cell	Dr. KR <i>[Signature]</i>
4. Placement Cell	Dr. PS <i>[Signature]</i>
5. IIC	Mr. AS <i>[Signature]</i>
6. Entrepreneurship Development Cell	
7. NCC (Boys and Girls)	Mr. RS & Ms. RR
8. NSS (Unit No. No171, 170, 206, 172, 173 & 235)	Mr. MV, Mr. TM, Dr. MR, Mr. AR, Ms. RV, Ms. SS
9. YRC	Dr. KKP <i>[Signature]</i>
10. RRC	Mr. PRR <i>[Signature]</i>
11. Blood Donor's Club	Dr. KKP <i>[Signature]</i>
12. WDC	Ms. RJ <i>[Signature]</i>
13. Gender Sensitization Cell	Dr. VK <i>[Signature]</i>
14. Nature Club	Mr. PRR <i>[Signature]</i>
15. Taaliim - Counselling Cell	Ms. RJ <i>[Signature]</i>
16. Roctract Club	Mr. MV, Mr. RMG - A.G.
17. Literary Forum	Dr. VK <i>[Signature]</i>
18. Fine Arts Club	Dr. SL <i>[Signature]</i>
19. Consumer Club	Dr. DEJ <i>[Signature]</i>



இராஜபாளையம் இராஜலுக்கள் கல்லூரி, இராஜபாளையம்
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Circular

20.10.2022

IQAC has initiated to publish a Peer-Reviewed Book chapter with ISBN entitled "*Emerging Trends and Innovations in Business, Commerce and Management for Sustainable Entrepreneurship*" to be published in this academic year 2022 - 2023. In this regard, faculty members of *PG Department & Research Centre in Commerce (R)*, *Department of Commerce (SF)*, *Department of Commerce with Computer Application (SF)*, *Department of Business Administration (SF)* and *Department of Commerce with Professional Accounting (SF)* are asked to prepare the research papers and submit the same to <https://bit.ly/isbnrrc> or email id: isbn@rrc.ac.in on or before **17.11.2022**.

P. R. L. J.
 Coordinator

Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam.
 Copy to HOD's:

S. Venkatesan
 Chairperson / Principal

PRINCIPAL
 RAJAPALAYAM RAJUS' COLLEGE
 RAJAPALAYAM.

1. PG Department & Research Centre in Commerce (R) *[Signature]*
2. Department of Commerce (SF) *[Signature]*
3. Department of Commerce with Computer Application (SF) *[Signature]*
4. Department of Business Administration (SF) *[Signature]*
5. Department of Commerce with Professional Accounting (SF) *[Signature]*

RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM

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INTERNAL QUALITY ASSURANCE CELL

PG DEPARTMENT & RESEARCH CENTRE IN COMMERCE

Publication of Book Chapters

Call for Papers in Peer-Reviewed Book (International Edition)

"Emerging Trends and Innovations in Business, Commerce and Management for Sustainable Entrepreneurship"

About our Institution

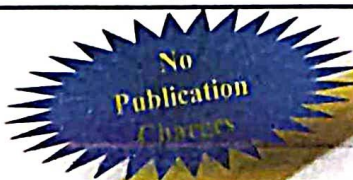
Rajapalayam Rajus' College (RRC), began its journey on 22nd June 1973 as a pioneer institution to provide more opportunities to the rural students in higher education. RRC offers 13 UG, 6 PG Programmes and 2 M.Phil. and 2 Ph.D. Programmes.

About IQAC & PG Dept. and Research Centre in Commerce

IQAC kindles various research activities as per the benchmarks of NAAC. Under its umbrella many of our faculty published research articles in Scopus, UGC-CARE listed journals and books. The Department of Commerce (Aided) has its modest origin with B.Com Programme in the year 1975 and upgraded as Post Graduate Department in 1982. The M.Phil Programme was commenced in the year 2003. The Department was elevated as full-time Research Centre in 2013.

Important Dates

Submission of
Abstract & Full Paper : 17-11-2022



Google Form to submit Abstract & Full Paper

<https://bit.ly/isbnrrc>

Email : isbn@rrc.ac.in

For queries, Please contact

Mr. R.Vishnushankar
Editor and Asst. Coordinator, IQAC
WhatsApp : 9894555370
Email id : isbn@rrc.ac.in

About the book

- Book chapters are invited from Research Scholars, Faculty & Students.
- Book is published as International Edition with ISBN-13.
- Book chapters are peer-reviewed and checked for plagiarism.
- Book chapters in the prescribed format will be accepted.
- No publishing charges for the accepted book chapters.

Submission of Abstract & Full Paper

- Submit the Abstract and Full Paper in the Google Form with your Name & Affiliation.
- The abstract should not exceed 300 words and chapter should be within 7 – 10 pages.
- About 3 – 5 keywords should be provided.

Any topics related to Commerce, Business, Management and Entrepreneurship can be submitted.

Format of the Book Chapter

Title of the Book Chapter

Author^{1*}, Author², ...

1. *Corresponding Author, Affiliation of Author 1 with email
2. Affiliation of Author 2

Manuscript should be typed in MS word, with Times New Roman Font size 12 with 1.5 line spacing.

Abstract

Brief summary of the book chapter with not more than 300 words.

Content of the Book Chapter consists of the following Sub-Headings:

1. Introduction
2. Review of Literature
3. Research Methodology
4. Results & Discussion
5. Scope of further Research
6. Conclusion
7. References (APA Style)

- Maximum number of pages 8
- Line Spacing 1.5 with Tab indent 1.5
- APA / MLA Reference style should be followed for References.
- Do not use Footnotes and Endnotes.
- Images, Graphs and Tables should be embedded in the text file at appropriate places. Images must be greater than 400 dpi.



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28.11.2022

Circular

The Head of all departments are asked to apply for organising ICSSR sponsored Seminar / Conference on or before **15.12.2022**. In this regard each department could login <https://icssr.org/administrator/> and apply for the same. Kindly submit the proposed copy of ICSSR sponsored Seminar / Conference to the IQAC.

J. R. J. J.
 Co-ordinator, IQAC
 Co-ordinator
 Internal Quality Assurance Cell
 Copy to all: WhatsApp circular.
 Rajapalayam Rajus' College
 Rajapalayam.

D. Venkateswaran
 (Dr. D. Venkateswaran)
 Principal
 PRINCIPAL
 RAJAPALAYAM RAJUS' COLLEGE
 RAJAPALAYAM.

Minutes of the Meeting

Minutes of the fifth meeting held on 02.09.2022 at 2:30 p.m. at Principal's chamber.

Agenda Item No: 1

Academic and Administrative audit - Extension Files.

It was decided to conduct the audit for extension (files) activities on 8th and 9th September 2022 at IQAC office as per the scheduled time.

Agenda Item No: 2

A decision was made to document the data of all the activities as the internal audit was held during the previous month and to expedite the process criteria wise.

Agenda Item No: 3

Peer Reviewed Book Chapter.

It was resolved to publish Book chapter with ISBN as an IQAC initiative to strengthen the research area. Departments of History, English, Commerce and Tamil were requested to publish Book Chapter with ISBN.

Agenda Item No: 4

ICSSR Sponsored Seminar.

It has been decided to apply for the ICSSR Sponsored seminar / conference by all the faculty on or before 15.12.2022.

Agenda Item No: 5

NAAC Sponsored Two Days National Workshop.

It was unanimously accepted to apply for NAAC sponsored Two Days National Workshop on Innovative Practices for Data Documentation of AQAR & SSR under Revised Assessment and Accreditation

Framework in collaboration with IQAC cluster - South India for acting as resource persons.

Agenda Item No: 6.

It was resolved to participate in NIRF ranking for the academic year 2021-2022.

Agenda Item No: 7

AISHE - (2021-2022)

It has been decided to expedite the process of DCF and Teacher Information Report for AISHE 2021-2022.

Agenda Item No: 8

Day other matter

As per the NEP 2020, it has been decided to implement Indian knowledge systems by organising International Mother Language Day Celebration on 21.02.2023 and to conduct certificate courses on Hindi and Telugu languages.

There being no other points for further discussion, the meeting ended with a formal vote of thanks by the co-ordinator.

P. R. J. J.

Co-ordinator

Internal Quality Assurance Cell,
Rajapalayam Rajus' College
Rajapalayam.



இராஜபாளையம் இராஜலுக்கள் கல்லூரி, இராஜபாளையம்
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Internal Quality Assurance Cell (IQAC)

International Mother Language Day Celebration 21.02.2023

Inauguration of Online Certificate Courses on Basics of Telugu and Hindi

Date: 21.02.2023 (Tuesday)

Time: 2.30 PM

- | | | |
|-------------------|---|---|
| 2.30 PM - 2.35 PM | : | Prayer - Tamil Thai Vazhthu. |
| 2.35 PM - 2.40 PM | : | Welcome Address
Mr. R.Vishnushankar,
Assistant Coordinator, IQAC. |
| 2.40 PM - 2.45 PM | : | Inaugural & Presidential Address
Dr. D.Venkateswaran, Principal. |
| 2.45 PM - 3.15 PM | : | Felicitation
Dr. P.R.Suganya, Coordinator, IQAC.

Mrs. S.Manjula Gayathri, Assistant Professor

Mrs. R.Vinitha, Assistant Professor.

Mrs. R.Jayshree, Assistant Professor.

Mr. M.V.Saikumar, Office staff. |
| 3.15 PM - 3.20 PM | : | Vote of Thanks
Dr. R.Saranya, Assistant Professor. |
| | | National Anthem |



இராஜபாளையம் இராஜலுக்கள் கல்லூரி, இராஜபாளையம்
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 Website: www.rrc.ac.in, Email: iqac@rrc.ac.in



INTERNAL QUALITY ASSURANCE CELL (IQAC)

04.01.2023

Zero Hour Committee

A Committee has been constituted for effective implementation of Capacity Building and Skill Enhancement Programmes during the Zero Hour. The following senior faculty members are assigned to execute the plans and strategies for students support and progression.

1. Mr. N.Ramesh, Head and Assistant Professor of Chemistry. *N.Ramesh*
2. Dr. C.Ramakrishnan, Head and Assistant Professor of English. *C.Ramakrishnan*
3. Dr. S.David Laurence, Head and Assistant Professor of Mathematics. *S.David Laurence*
4. Mr. A.Gnana Velayutham, Head and Assistant Professor of Commerce with CA. *A.Gnana Velayutham*
5. Mr. R.Vishnushankar, Assistant Professor of Commerce. *R.Vishnushankar*

P. R. J. J.
 Coordinator, IQAC

**Co-ordinator
 Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam.**

D. Vejayakumari
 Chairperson / Principal

DV
**PRINCIPAL
 RAJAPALAYAM RAJUS' COLLEGE
 RAJAPALAYAM.**



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 Email Id: iqacrrc1973@gmail.com, iqac@rrc.ac.in Website: www.rrc.ac.in



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: IQAC/2022-2023/6

04.03.2023

Circular

The IQAC members are requested to attend the meeting on 07.03.2023 at 12.05 PM at Principal's Chamber to discuss the following.

Agenda

1. To organize Professional / Faculty Development Programme.
2. To expedite the process to upload AQAR 2021 – 2022.
3. To organize One day Seminar on NEP.
4. To prepare IQAC Plan of Action for the year 2023 – 2024.
5. Any other matter.

P. R. J. J.
 IQAC, Coordinator

Co-ordinator
 Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam.

IQAC Members:

1. Dr. K.Ramesh kumar *kw*
2. Mr. N.Ramesh *N.R.*
3. Dr. M.Kanagasabapathy *MS*
4. Mr. A.Gnana Velayutham *AV*
5. Mr. R.Vishnu Shankar *RS*
6. Dr. Latha Vasudevalaja *L*
7. Dr. B.Kandasamy
8. Mrs. A.Bhuvaneshwari *AB*
9. Dr. M.Lakshmi *ML*
10. Mr. M.Vishnusankar *MV*
11. Dr. V.Sivakumar *VS*

D. Venkatesh
 Chairperson / Principal

PRINCIPAL
 RAJAPALAYAM RAJUS' COLLEGE
 RAJAPALAYAM.



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Re-Accredited with B⁺⁺ Grade (3rd Cycle) CGPA 2.93/4.00 by NAAC

Date: 11.04.2023

INTERNAL QUALITY ASSURANCE CELL

Circular

Since quality enhancement is a continuous process, it is hereby informed that all the Departments are asked to plan and submit the following to the Monitoring Committee along with the dates of the activities to be held during the academic year 2023-2024.

- Annual Plan with budget
- Compulsory activities
 - FDP (Sponsored Programme)
 - Conference with Proceedings (Sponsored Programme)
 - Outreach Programmes – 2 / year
 - Celebration of National and International Days
 - Inter/Intra Collegiate Academic Programme (Purely oriented to the subject)
- Department files to be prepared for the academic year 2022-2023 before 28th April, 2023.

Coordinators of Extension Activities are also asked to prepare the annual plan for the next academic year and also to maintain the file of the academic year 2022-2023 along with circulars, minutes, reports, brochures, geo-tagged photographs, attendance and certificates etc.

P. R. J. J.
Coordinator, IQAC
Co-ordinator

D. Venkateswamy
Principal
PRINCIPAL

Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam,

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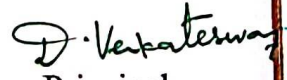
INTERNAL QUALITY ASSURANCE CELL

LIST OF COMMITTEES, CLUBS AND CELLS

S.No	COMMITTEES, CELLS & CLUBS	CO-ORDINATORS	SIGNATURE
1.	Internal Quality Assurance Cell	Dr. P. R. Suganya	
2.	Internal Complaints Committee (Woman)	Dr. V. Kalavathi	
3.	Anti -Ragging Committee	Dr. R.A. Jeyakumar	
4.	SC/ST Cell	Dr. S. David Laurence	
5.	Minority Cell	Dr. D. Ebi James	
6.	Students' Grievance Cell	Dr. T. Uma Sankareswari	
7.	Academic Staff Council	Dr. S. David Laurence	
8.	Research & Development Cell	Dr. D. Manjula	
9.	Placement Cell	Dr. M. Raja	
10.	Examination Committee	Dr. M. Muruganatham	
11.	Institution Innovation Council	Mr. A. Surendran	
12.	Entrepreneurship Development Cell	Mr. A. Surendran	
13.	Parents Teachers' Association	Mr. M. Vishnu Sankar	
14.	National Cadets Corps	Mr. R. Sakthivel Mrs. R. Ramalakshmi	
15.	National Service Scheme	Dr. M. Prasanna Dr. S. K. Kannan Mr. M. Vishnu Sankar Mr. Manimaran @ Gopi Mrs. R. Vinitha Mrs. S. Sathya	
16.	Unnat Bharat Abhiyaan 2.0	Dr. D. Ebi James	
17.	National Institution Ranking Framework	Dr. G. Gowri	
18.	All India Survey on Higher Education	Mr. R. Vishnu Shankar	
19.	Youth Red Cross	Dr. R. Ramaraj	
20.	Red Ribbon Club	Mr. P. R. Ramji	
21.	Blood Donor's Club	Dr. G. Srinivasagan	
22.	Women Development Cell	Dr. T. Uma Sankareswari	
23.	Gender Sensitization Cell	Dr. V. Kalavathi	
24.	Discipline Committee	Dr. C. Ramakrishnan	
25.	ISO Certification Committee	Dr. R. Jaganath	

26.	Nature Club	Mr. P. R. Ramji	P. R. Ramji
27.	Hostel Committee	Mr. R. Saktivel Dr. T. Uma Sankareswari	R. Saktivel
28.	Fine Arts Club	Dr. B. SreeLakshmi	B. Sree
29.	Enterprise Resource Planning	Mr. M. Ganeshkumar	M. Ganeshkumar
30.	College Website Committee	Mrs. R. Ramalakshmi	
31.	Atal Ranking of Institutions on Innovation Achievements	Dr. S. Kalavathy	S. Kalavathy - 11/4
32.	Public Financial Management System	Mr. M. Vishnu Sankar	M. Vishnu Sankar
33.	Staff Club	Dr. D. Ebi James	D. Ebi James
34.	Counselling Cell - TAALIM	Mrs. R. Jayshree	
35.	Rotract Club	Mr. M. Vishnu Sankar Mr. P. Manimaran @ Gopi	M. Vishnu Sankar
36.	Youth Hostel Association	Dr. R. Ramaraj	R. Ramaraj
37.	Press Report Committee	Dr. B. Kandasamy Dr. K. Kandasamy Pandian	B. Kandasamy K. Kandasamy Pandian
38.	Readers Forum	Dr. Vasudeva Raja Latha	V. Raja Latha
39.	Literary Forum	Dr. V. Kalavathi	V. Kalavathi
40.	Calendar Committee	Mr. N. Ramesh	N. Ramesh
41.	Heritage Club	Dr. B. Kandasamy	B. Kandasamy
42.	Social Media Club	Ms. D. Saranya	D. Saranya
43.	Theatre Art & Animation Club	Ms. S. Manjula Gayathri	S. Manjula Gayathri
44.	Internal Audit Committee	Dr. M. Kanagasabapathy Mr. R. Vishnu Shankar	M. Kanagasabapathy R. Vishnu Shankar
45.	Documentation ^{Review} Committee	Dr. S. David Laurence Mr. N. Ramesh	S. David Laurence N. Ramesh
46.	Yuva Tourism Club	Dr. B. Kandasamy	B. Kandasamy
47.	Anti-drugs Club	Dr. S. Chidambaranathan	
48.	Citizen Consumer Club	Dr. D. Ebi James	D. Ebi James


 Coordinator, IQAC
 Co-ordinator
 Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam.


 Principal
 PRINCIPAL
 RAJAPALAYAM RAJUS' COLLEGE
 RAJAPALAYAM.

Minutes of the Meeting

Minutes of the sixth meeting with the IQAC team members held on 07.03.2023 at 12.05 PM at Principal's chamber.

Agenda Item No: 1

The co-ordinator briefed about the importance of PPP/FDP in order to update and enhance the knowledge in the domain as it is the need of the hour. It was made mandatory to organize such programmes in collaboration with other departments internally or externally.

Agenda Item No: 2

It has been resolved to expedite the process of AQAR 2021-2022 as the primary steps like the internal audit, external audit, NIRF and AISHE were completed at regular intervals.

Agenda Item No: 3

Seminar on NEP

It has been resolved to organize a day seminar on New Education Policy and also on Intellectual Property Rights in collaboration with Research Development Cell for the faculty members of intra and inter states.

Agenda Item No: 4

IQAC Plan of Action

It has been briefed by the coordinator that the plan of action for the academic year 2023-2024 will be finalized and approved in the meeting held during the beginning of the next academic year. All the departments should also be ready with their action plan.

Agenda Item No:5Any other matter

. Commemorating the 50th years of celebration, a grand finale is organized with the honourable Governor of Tamil Nadu, Sri R. N. Ravi IPS as the chief guest on April 1, 2023.

The protocol and the programme schedule has been briefed by the coordinator for a proper arrangement before the programme commences.

Thus with the above discussions the meeting ended with a vote of thanks.



Co-ordinator

Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam.

Circular

Ref: IQAC/2022-2023/7

11.04.2022

The IQAC members are asked to attend the meeting at IQAC office on 12.04.2022 at 12.05 p.m.

Agenda

1. Word of thanks for golden jubilee celebration
2. To prepare feedback links on curriculum by the co-ordinator of criterion 1.
3. To upload AQAR 2021-2022 by the end of the academic year.
4. Any other matter.

P. R. J. J.
Co-Ordinator IQAC
Internal Quality Assurance Cell
Rajapalayam Rajus' College
IQAC Rajapalayam

D. Venkatesh
Chairperson / Principal
PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.

1. Dr. K. Ramesh Kumar
2. Mr. N. Ramesh
3. Dr. M. Karagasabapathy
4. Mr. A. Ganesvelayutham
5. Mr. R. Vishnu Shankar
6. Dr. Lakshmi Vandra Raja
7. Dr. B. Kandasamy
8. Mrs. A. Bhuvaneshwari
9. Mr. M. Lakshmi
10. Mr. M. Vishvasankar
11. Dr. V. Girakumar



இராஜபாளையம் இராஜலுக்கள் கல்லூரி, இராஜபாளையம்
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

18.04.2023

Circular

Students Feedback on Curriculum

IQAC has planned to conduct **Students Feedback on Curriculum** for the academic year (2022 - 2023). Henceforth all the Heads of the Departments are requested to share the **Students Feedback on Curriculum** link and encourage the students to participate in the feedback process.

Students Feedback on Curriculum - <https://forms.gle/MnjEEKZtjTx9vmjo7>

P. R. I. J. J.

Coordinator
 Co-ordinator







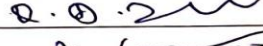

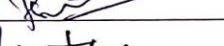
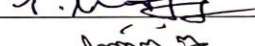

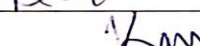
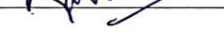
Internal Quality Assurance Cell
 Rajapalayam Rajus' College
 Rajapalayam.

Note: All UG and PG Classes

D. Venkateswamy

Chairperson / Principal

PRINCIPAL
 RAJAPALAYAM RAJUS' COLLEGE,
 RAJAPALAYAM.

Department	Signature
1. Commerce (R)	
2. History	
3. Chemistry	
4. Mathematics	
5. Physics	
6. Computer Science (SF)	
7. Commerce (SF)	
8. Commerce with CA (SF)	
9. Business Admin. (SF)	
10. English Literature (SF)	
11. Tamil Literature (SF)	
12. Mathematics (SF)	
13. Commerce with Prof. Acc.(SF)	



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

11.05.2023

Circular

IQAC has planned to conduct **Student Satisfaction Survey (SSS) – 2022 – 2023** for all **UG and PG Students**. Henceforth all the Heads of the Departments are requested to share the **Student Satisfaction Survey (SSS) – 2022 – 2023 link** and encourage the students to participate in this survey.

Student Satisfaction Survey (SSS) - <https://forms.gle/74bYZf6i6ZTTrkMh6> 2022 – 2023

P. R. Raju

Co-ordinator
Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam.

Note: All UG and PG Classes

Copy to HOD's:

1. History – *Umm*
2. Commerce – *SIP*
3. Physics – *HS*
4. Mathematics – *[Signature]*
5. Chemistry – *N. Ram*
6. Commerce (SF) – *[Signature]*
7. Commerce with Computer Application (SF) – *[Signature]*
8. Computer Science (SF) – *[Signature]*
9. Business Administration (SF) – *[Signature]*
10. Tamil (SF) – *for P. Raju*
11. English (SF) – *[Signature]*
12. Mathematics (SF) – *[Signature]*
13. Commerce (Professional Accounting) (SF) – *Kamm*

D. Venkateswamy
Chairperson / Principal

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE,
RAJAPALAYAM.



RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM
(A Linguistic Minority & Co-Educational Institution & Affiliated to Madurai Kamaraj University)
Re-Accredited with 'B++' (3rd Cycle) CGPA (2.93 /4.00) by NAAC
Website: www.rrc.ac.in, Email: iqac@rrc.ac.in



INTERNAL QUALITY ASSURANCE CELL (IQAC)

07.06.2023

Circular

Teachers Feedback on Curriculum

This is to bring to your kind notice that the IQAC has planned to conduct *Teachers Feedback on Curriculum* for the academic year (2022 - 2023). Henceforth the members of the Teaching Fraternity are requested to give their feedback on curriculum for the year 2022 - 2023.

Teachers Feedback on Curriculum - <https://forms.gle/YORE25VP4tMyM3st9>

S. R. J. J.
Co-ordinator

Co-ordinator
Internal Quality Assurance Cell
Rajapalayam Rajus' College
To Rajapalayam.

All Teaching Staff (Regular, Self-Finance, PTA staff)

D. Venkatesh

Chairperson / Principal

PRINCIPAL
RAJAPALAYAM RAJUS' COLLEGE
RAJAPALAYAM.

Minutes of the Meeting

Minutes of the seventh meeting with the IQAC members held on 12.04.2022 at IQAC office.

Agenda Item No: 1.

The Principal being the chairperson expressed his word of thanks to the IQAC for the marvellous arrangements and organizing the programme in a grand manner.

Agenda Item No: 2

Feedback Forms.

The co-ordinator reminded the deputy coordinator of criteria - 1 to prepare the links for students Satisfactory survey, feedback form on curriculum by students, teachers, employes and alumni and also to share the links.

Agenda Item No: 3

AQAR 2022 - 2023

It has been decided to upload the data in the NAAC portal for a review and then to submit the same at the earliest.

As there is no other point for further discussion, the meeting ended with a vote of thanks.


P. R. D. J. J.

Co-ordinator

Internal Quality Assurance Cell
Rajapalayam Rajus' College
Rajapalayam.

