SRI SARADA COLLEGE FOR WOMEN (AUTONOMOUS),
TIRUNELVELI 627011
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Tirunelveli - 627011.

RESEARCH, INNOVATION & DEVELOPMENT CELL

CIRCULAR

Circular No. 11	**Date: 12.03.2025**	**Subject: Research Centre – Streamlining the Conduct of Ph.D. Programme - Course Work Examination for the Research Scholars - Reg.**
Ref. Circular No. -	**Date: -**	**Attention to all Research Supervisors**

Research, Innovation and Development Cell meeting is proposed on 14.03.2025 at Principal room by 11.00 a.m. All the research supervisors are requested to participate in the meeting.

Agenda:

1. To discuss about streamlining the conduct of Ph.D. Programme.
2. To review about the Course Work Examination for Research Scholars.
3. Other matters if any.

Members of the Committee

S.No	Name of the Member	Position
1	Prof.(Major) P.Chandrasekaran	Director
2	Dr.(Smt.) N.Kamala	Principal
	Dr. (Smt.) B.Parvathi Devi	Vice Principal
3	Dr.(Smt.) A.Mahalakshmi	IQAC Coordinator, Assistant Professor, Department of Mathematics
4	Dr.(Smt.) N.Booma Devi	Joint IQAC Coordinator, Assistant Professor, Department of Physics
5	Dr.(Smt.) R.Kavitha	Dean R&D, Assistant Professor, Department of Commerce
6	Dr. Smt.R.Muthulakshmi	Associate Professor & Head, Department of Commerce
7	Dr.(Smt.) V.Vallinayagi	Associate Professor & Head, Department of Computer Science
8	Dr. Smt. A.Aruna Devi	Associate Professor & Head, Department of Commerce with Corporate Secretaryship
9	Dr.(Smt.) V.Sangeetha	Dean T&D, Assistant Professor, Department of Commerce

Communicated to: All the above members

12/3/25

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RESEARCH, INNOVATION & DEVELOPMENT CELL

Meeting No:11 Date : 14.03.2025

Minutes of the meeting

1. All the research supervisors were instructed to implement a standardized framework for the effective conduct of the Ph.D. programme.
2. The Course Work Examination system for Research Scholars was deliberated in detail with reference to the University Question Paper. The following points were discussed and resolved:
   i. Question papers shall adhere to Bloom's Taxonomy principles.
   ii. Questions shall cover the entire syllabus of the course as prescribed by the University.
   iii. The concerned Research Guide shall submit three sets of questions (labelled A, B, and C) in a sealed cover to the Controller of Examinations – Autonomous (CoEA).
   iv. The Controller of Examinations shall scrutinize the question papers to ensure compliance with Bloom's principles and select one set for the examination.
   v. The timetable, hall arrangements, invigilation, and logistics shall be organized jointly by the Dean (R&D) and the Controller of Examinations (CoEA).
   vi. The candidate shall be informed in advance through email and must confirm participation via return mail. All correspondence shall be maintained for audit purposes.
   vii. The following question paper pattern was approved:
   viii. Section A: 5 × 2 Marks = 10 Marks (No choice)
   ix. Section B: 4 × 5 Marks = 20 Marks (Either/Or)
   x. Section C: 2 × 10 Marks = 20 Marks (Either/Or)
   xi. Answer scripts shall be provided by the CoEA. Candidates shall report to the examination hall 30 minutes prior to the commencement of the examination.
   xii. The practice of maintaining a Question Bank shall be further deliberated and finalized.
   xiii. Permission to appear for the Course Work Examination shall be granted based on attendance, as recorded and duly certified by the Guide, Head of the Department, and Research Head.
3. All concerned were requested to adhere strictly to the above guidelines with immediate effect.

Dr.N.Kamala
Principal

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Dr.R.Kavitha
Dean- R&D

Members of the Committee Participated in the Meeting 11

S.No	Name of the Member	Position	Signature
1	Prof.(Major) P.Chandrasekaran	Director	
2	Dr.(Smt).N.Kamala	Principal	
3	Dr.(Smt.) A.Mahalakshmi	IQAC Coordinator, Assistant Professor, Department of Mathematics	
4	Dr.(Smt.) N.Booma Devi	Joint IQAC Coordinator, Assistant Professor, Department of Physics	
5	Dr.(Smt.) R.Kavitha	Dean R&D, Assistant Professor, Department of Commerce	
6	Dr. Smt.R.Muthulakshmi	Associate Professor& Head, Department of Commerce	
7	Dr.(Smt.) V.Vallinayagi	Associate Professor & Head, Department of Computer Science	
8	Dr. Smt. A.Aruna Devi	Associate Professor & Head, Department of Commerce with Corporate Secretaryship	
9	Dr.(Smt.) V.Sangeetha	Dean T&D, Assistant Professor, Department of Commerce	

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RESEARCH, INNOVATION& DEVELOPMENT CELL

CIRCULAR

Circular No. 12	**Date: 13.06.2025**	**Subject: Intra Institutional- YUKTI Innovation Idea Competition/Students Project Title Selection - Reg.**
Ref. Circular No. -	**Date: -**	**Attention to all UG and PG Students**

Research, Innovation and Development Cell meeting is proposed on 14.06.2025 at Principal room by 2.00 p.m. All the heads of the departments are requested to participate in the meeting at Principal room.

Agenda:

1. To review about the YUKTI Innovative Ideas of students received from students for IIC from all disciplines.
2. To discuss about the final year UG & PG academic project title selection.
3. Other matters if any.

Members of the Committee

S.No	Name of the Member	Position
1	Prof.(Major) P.Chandrasekaran	Director
2	Dr.(Smt.) N.Kamala	Principal
3	Dr.(Smt.) B. Parvathi Devi	Director – MCA (AICTE Programme)
4	Dr.(Smt.) A.Mahalakshmi	IQAC Coordinator, Assistant Professor, Department of Mathematics
5	Dr.(Smt.) N.Booma Devi	Joint IQAC Coordinator, Assistant Professor, Department of Physics
6	Dr.(Smt.) R.Kavitha	Dean R&D, Assistant Professor, Department of Commerce
7	Dr.(Smt.) K.Amutha	Assistant Professor and Head, Department of Artificial Intelligence and Data Science

Communicated to: All the above members

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RESEARCH, INNOVATION & DEVELOPMENT CELL

Meeting No: 12

Date : 14.06.2025

Minutes of the meeting

1. UG and PG students from all disciplines are requested to present their innovative ideas/projects
2. The intra-institutional YUKTI Idea Competition is scheduled on 17.06.2025 and 18.06.2025 at Gallery Hall.
3. Students exhibiting their innovative ideas, prototypes or models will be allowed to participate in the IIC regional meet only after screening.
4. Faculty members are instructed to inform students to select project titles based on the SDGs (Sustainable Development Goals).
5. UG students may choose their own project guide for individual projects.
6. UG group projects and PG students must select their guide through the lot system.

Dr.N.Kamala
Principal

Dr.R.Kavitha
Dean- R&D

Members of the Committee Participated in the Meeting 12

S.No	Name of the Member	Position	Signature
1	Prof.(Major) P.Chandrasekaran	Director	
2	Dr.(Smt.) N.Kamala	Principal	
3	Dr.(Smt.) B. Parvathi Devi	Director – MCA (AICTE Programme)	
4	Dr.(Smt.) A.Mahalakshmi	IQAC Coordinator, Assistant Professor, Department of Mathematics	
5	Dr.(Smt.) N.Booma Devi	Joint IQAC Coordinator, Assistant Professor, Department of Physics	
6	Dr.(Smt.) R.Kavitha	Dean R&D, Assistant Professor, Department of Commerce	
7	Dr.(Smt.) K.Amutha	Assistant Professor and Head, Department of Artificial Intelligence and Data Science	

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RESEARCH, INNOVATION & DEVELOPMENT CELL

Meeting No: 13 Date : 17.07.2025

Minutes of the meeting

1. Faculty members are asked to select the Research Themes for ICSSR Conference Proposal (based on SDG).
2. Guidelines are given regarding research design and financial outlays for preparing proposal.
3. Faculty members are instructed to submit the proposal in the portal two days before the deadline.
4. Faculty members are requested to organize the conference for the academic year 2025-26.
5. Informed PG Departments to organise international conference for two days and UG Departments to organise national conference for one day.

Dr.N.Kamala
Principal

Dr.R.Kavitha
Dean- R&D

Members of the Committee Participated in the Meeting 13

S.No	Name of the Member	Position	Signature
1	Prof.(Major) P.Chandrasekaran	Director	
2	Dr.(Smt.) N.Kamala	Principal	
3	Dr.(Smt.) B. Parvathi Devi	Vice Principal	
4	Dr.(Smt.) A.Mahalakshmi	IQAC Coordinator, Assistant Professor, Department of Mathematics	
5	Dr.(Smt.) N.Booma Devi	Joint IQAC Coordinator, Assistant Professor, Department of Physics	
6	Dr.(Smt.) R.Kavitha	Dean R&D, Assistant Professor, Department of Commerce	
7	Dr T.Dhanalakshmi	HoD-Tamil	
8	Dr. Abhipsa Mohanta	HoD-Sanskrit	
9	Dr M.Lalitha	HoD-English	
10	Dr T.Kalavathi	HoD-Economics	
11	Dr R.Muthulakshmi	HoD-Commerce	
12	Dr S Arumuga Selvi	HoD-Commerce (CS)	
13	Dr P.Shunmuga Thangam	HoD-BBA	
14	Dr B.Revathy	HoD-Mathematics	
15	Ms S.MagaraJothi Lakshmi	HoD-Physics	
16	Ms V.Raja Rajeswari	HoD-Chemistry	
17	Dr V.Vallinayagi	HOD-Computer Science	
18	Ms M.Vijayalakshmi	HoD-IT	
19	Dr B.Parvathi Devi	Director – MCA (AICTE Programme)	
20	Ms P.Anusha	HoD-Computer Applications (UG)	
21	Dr K.Amutha	HoD-AI & DS & Dean – Students Welfare	

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RESEARCH, INNOVATION& DEVELOPMENT CELL

CIRCULAR

Circular No. 13	**Date: 16.07.2025**	**Subject: TNSCST/ICSSR Project/ Seminar/ Conference/ Workshop - Reg.**
Ref. Circular No. -	**Date: -**	**Attention to all HoDs (Arts and Humanities)**

Research, Innovation and Development Cell meeting will be held on 17.07.2025 at Smart Hall by 10.00 a.m. The heads of all departments are requested to attend the meeting.

Agenda

1. To inform the faculty members to share their updation/progress report regarding ICSSR sponsored Conference proposal.
2. To discuss the requirements and reschedules if any.
3. Other matters if any.

Members of the Committee

S.No	Name of the Member	Position
1	Prof.(Major) P.Chandrasekaran	Director
2	Dr.(Smt.) N.Kamala	Principal
3	Dr.(Smt.) B. Parvathi Devi	Vice Principal
4	Dr.(Smt.) A.Mahalakshmi	IQAC Coordinator, Assistant Professor, Department of Mathematics
5	Dr.(Smt.) N.Booma Devi	Joint IQAC Coordinator, Assistant Professor, Department of Physics
6	Dr.(Smt.) R.Kavitha	Dean R&D, Assistant Professor, Department of Commerce
7	Dr T.Dhanalakshmi	HoD-Tamil
8	Dr. Abhipsa Mohanta	HoD-Sanskrit
9	Dr M.Lalitha	HoD-English
10	Dr T.Kalavathi	HoD-Economics
11	Dr R.Muthulakshmi	HoD-Commerce
12	Dr S Arumuga Selvi	HoD-Commerce (CS)
13	Dr P.Shunmuga Thangam	HoD-BBA
14	Dr B.Revathy	HoD-Mathematics
15	Ms S.MagaraJothi Lakshmi	HoD-Physics
16	Ms V.Raja Rajeswari	HoD-Chemistry
17	Dr V.Vallinayagi	HOD-Computer Science
18	Ms M.Vijayalakshmi	HoD-IT
19	Dr B.Parvathi Devi	Director – MCA (AICTE Programme)
20	Ms P.Anusha	HoD-Computer Applications (UG)
21	Dr K.Amutha	HoD-AI & DS & Dean – Students Welfare

Communicated to: All the above members

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