

SRI SARADA COLLEGE FOR WOMEN
(Reaccredited with 'A' Grade by NAAC)
Affiliated to Manonmaniam Sundaranar University
A Branch of Ramakrishna Tapovanam, Tirupparaithurai
Ariyakulam, Tirunelveli Thoothukudi-High Road, Maharaja Nagar Post
TIRUNELVELI- 627 011

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting Number : 15

04-08-2017

Matter Tabled for Discussion

1. To discuss about declaring the week-ends as holidays for M.Phil students
2. To discuss about updating the website
3. To discuss about sending the CIA marks through SMS
4. To discuss about how to fill the new CIA marks register and the new CIA practical register

Resolutions adopted:

1. Decided that except Friday, on all the other days, the working time for M.Phil course is 9.30 A.M.-3.30 P.M.
2. In addition to the Programme Schedule, the report of the events with photos also should be updated in the website.
3. Hereafter, CIA marks should be sent through SMS.
4. The subject teachers are responsible for filling up the CIA registers.

Members present in the meeting

S.No.	Name	Portfolio	Signature
1	Yatiswari Saravanabhavapriya Ambaji	Secretary	
2	Prof . (Major) P.Chandrasekaran	Director	
3	Dr. (Smt.) M.Malarvizhi	Principal	
4	Smt. N.Renuka	IQAC Coordinator	
5	Dr. (Smt.) N.Kamala	Head, Department of Commerce(CA)	
6	Smt. N.Rajeswari	IQAC Steering Coordinator	
7	Dr. (Smt.) T.Ratha Jeyalakshmi	Head, Department of Comp. Applications-PG	
8	Smt. S.Meenakshi	Head, Department of Mathematics	

Signed and Certified by the Principal with the seal of the Institution

Secretary

Principal

IQAC Coordinator