



## **Sri Sarada College For Women**

(An Autonomous Institution)

(Reaccredited with “A” grade by NAAC)

Institution included u/s 2(f) and 12(B) of UGC

Affiliated to Manonmaniam Sundaranar University

(A branch of Sri Ramakrishna Tapovanam, Tirupparaithurai)

Ariyakulam, Tirunelveli Thoothukudi –High Road, Maharaja Nagar Post,

**TIRUNELVELI- 627 011.**



**GOVERNANCE AND RESPONSIBILITIES**

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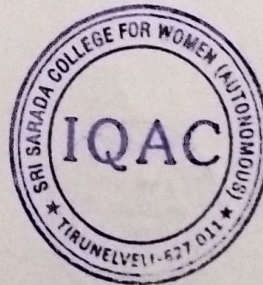
TIRUNELVELI 627011



<b>Dean I – Examinations (CIA, External Agency, Allied Courses, Profiles) Dr.(Smt). T.Kalavathy</b>		
A	External Examinations Nodal Officer – (Government/NTA/PSC/others) Joint Coordinator:	Smt. M. Indra(IT) Smt. P. Anusha(CA) Smt. P. Subbulakshmi(IT)
B	Coordinator - CIA Cell, Progress Report JC-Languages (Tamil, Sanskrit, English)- JC-Humanities (B.Com, B.Com (CS), BBA) JC1-Sciences (Maths, Physics, Chemistry) JC2-Sciences (CS, IT, CA)	Dr.(Smt) T.Kalavathy(Eco) Smt. T. Annalakshmi(Eng) Dr(Smt)R. Pushpalatha(CCS) Selvi A.Shunmugapriya(Maths) Selvi R. Sankaraparthiyar(CS)
C	Certificate/Dual/Add on/ and Crash Courses, Typewriting, Driving, Tailoring and Tally	Smt. N. Lavanya(BBA) Selvi A. Subitha (Phy) & Dr.(Smt). T. Anna Baby(Eco)
D	All Online Courses as per MHRD-UGC Mandates	Selvi S. Vimala(CA) Smt. S. Gomathy (Librarian) + Respective Class Councillors
E	Value Education/Kendra Examination & Camps/RSVC/Ethics- Course i/e/Sanskrit	Smt. P. Suganya(I Yr),(CCS) Smt. A. Shunmugapriya(Eco)(II Yr),(Maths) Selvi S. Ramalakshmi(III Yr) (Eng) (English version)-UG,(Eng) Dr.(Smt.) M. Sivakala (Eng) (PG) Selvi P. K. Kasthuri(Sanskrit)
F	University Study Centres (TNOU, IGNOU, Bharathidhasan University, etc..)	Smt. S. Viji,(Eng) Dr.(Smt).T. Annababy(Eco)
G	Profiles/CV-Students & Staff (TS & NTS), Security, Farm, hostel, Casual, Floating Staff	Dr.(Smt).R.Muthulakshmi,(Com) Smt. S. Chithra,(Eng). Selvi.D.ThangaMaliga(Phy), Smt. S. ChidambaraVadivoo (O) Smt. V. ThamaraiSelvi (O)
<b>Dean II Training, Development, Placement and Higher Education - SelviB.Revathy(Maths)</b>		
A	Sarada Training Cell for Competitive Examinations, Group Discussion, Quiz Cell	Smt. S. Magarajothilakshmi (Phy) Selvi E. Velammal@Sindhu(Maths) Selvi S. Pandiyarani (Chemistry)
B	Communication Skills/Sanskrit/Hindi/English - Promotion of LSRW skill	Selvi P. K. Kasthuri(Sanskrit), Selvi.H.Karthika (Eng) SelviP. Archanadevi(Eng)
C	Faculty Development Programme (FDP), NTS Orientation & Student Induction Programme (SIP), All Semesters Orientation /Bridge /Confidence Building Measures	Smt. MilkaVijayan(Com), Smt. P. Anitha(CS) ,Smt.S. Sushmitha(BBA) Smt. K. Prammapiya (Maths), Selvi. S. Janaki(Eng), SelviS. Vimala(CA)
D	Industrial Visit/Tour, Bus/Train Concession	Smt. K. Lakshmi Priya(Eco), Smt. V. Thamaraiselvi (O)
E	Counselling & Personality Development Training, Career Guidance & Placement Cell	Dr.(Smt) M. Sivakala (Eng) Selvi. T.Mirunadevi(Eco) Dr.(Selvi).Veera Lakshmi(CCS) Selvi S. DhivyaBharkavi(CA)
F	Fine Arts/Youth Welfare/ Spiritual, Cultural, Music, Dance & Drama – Training & Participations	Smt. G. Parameswari(Music), Selvi P. PetchiAmmal(Tamil) Smt. U. Senthamilselvi(Com)-(Eco BBA/Com CCS) Smt.M. Sudarveni@ Subha(CA)- (CS/IT/BCA) Selvi A. Subitha(Phy)- (Maths/Physics/Chemistry)

*M. Malavika*

PRINCIPAL  
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TIRUNELVELI - 627 011

*Revathi*

IQAC COORDINATOR



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**GOVERNANCE AND RESPONSIBILITIES 2020-2021**

S.No.	Responsibilities	Name
1	Swami Shuddhananda	President, Sri Ramakrishna Tapovanam
2	Swami Satyananda	Secretary, Sri Ramakrishna Tapovanam
3	Secretary	Yatiswari Saravanabhava peiva Amba
4	Educational Advisor	Dr. K. Subrahmanyam
5	Director	Prof. (Major) P. Chandrasekaran
6	Principal	Dr. (Smt) M. Malarvizhi
7	Vice Principal (By Rotation), Website/Data Base	Smt. M. Indra, (IT)
8	Bursar/Finance Officer, CSR Projects	Yatiswari Thavapriya Amba Dr. (Smt) N. Kamala (CCS) Dr. (Smt) R. Pushpalatha (CCS)
9	IQAC Coordinator IQAC Joint Coordinators	Smt. N. Renuka (Eng) Dr. (Smt) A. Mahalakshmi (Maths) Dr. (Selvi) V. Gokula Nachiyar (CCS) Selvi P. K. Kasthuri (Sanskrit)
10	Dean Autonomous Joint Dean Autonomous	Smt. N. Lavanya (BBA) Dr. (Smt) V. Sangeetha (CCS)
11	Controller of Examinations-Autonomous	Dr. (Smt) K. Ramalakshmi (Maths)
12	Union Vice President Joint Vice President	Smt. M. Vijayalakshmi (CS) Smt. P. Anusha (CA)
13	Admission Committee Coordinator, Guidelines Monitor + Admission counsellors	Smt. K. Lakshmi (Chem), Selvi. B. Revathy (Maths) Dr. (Smt.) T. Dhanalakshmi (Tam)+ Admission Counselors & Smt. V. Latha (OS)

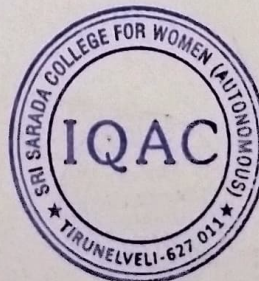
**Departments - Forum VP, Department IQAC, Magazine, Alumnae**

Department	Forum VP	Department IQAC
Tamil	Selvi. P. Petchiammal	Smt. M. Karthiga
Sanskrit	Smt. A. Muthuselvi	Selvi P. K. Kasthuri
English	Selvi S. Janagi	Smt. M. Sivakala
Economics	Smt. K. Lakshmi Priya	Selvi T. Miruna Devi
Commerce	Dr. (Smt) R. Kavitha	Smt. Milka Vijayan
Commerce (CS)	Dr. (Selvi) V. Gokula Nachiyar	Dr. (Smt) V. Sangeetha
BBA	Selvi D. Anita @ Sajitha	Selvi A. Shruthi Velvizhi
Mathematics	Selvi E. Velammal @ Sindhu	Selvi A. Shunmugapriya
Physics	Selvi N. Kaveri	Smt. M. Muniyalakshmi
Chemistry	Smt. K. Lakshmi (Che)	Selvi S. Rajeswari
Computer Science	Selvi P. Sankaraparthiy	Smt. P. Anitha
Information Technology	Smt. M. Usha	Smt. P. Subbulakshmi
Computer Applications	Selvi. S. Vimala	Smt. M. Sudarveni @ Subha

*M. Malarvizhi*

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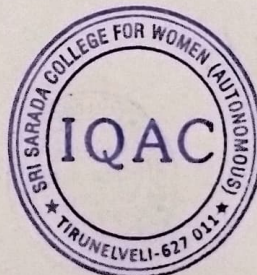


Dean III Research, Development, Government Projects and Infrastructure - Dr.(Smt) A. Aruna Devi(CCS)		
A	IIC/MIC/ISC/IPR	Dr. A. Aruna Devi(CCS)Smt. P. Anusha (CA), Dr.(Smt.)R. Kavitha
	AICTE, ARIIA, AQIS	Dr.Malini (CA), Smt. P. Anusha (CA)
	AISHE & ICT Academy	Dr.(Smt).V.Vallinayagi(CS).Selvi. S. Ramalakshmi (CS)
	NIRF/, ISRO-IIRS-ORP	Smt M. Indra(IT), Smt. C. Ramajeyam (Phy)
	CSIR/DST/ICSSR, TNSCST, etc.,	Dr.(Smt).A.Aruna Devi(CCS) Smt. B. Parvathi Devi (CS)
	Unnath Bharat Abhiyan (UBA)	Smt. K. Lakshmi(Che)- Coordinator Smt. T. Dhanalakshmi (Tam), Smt.T.Vennimalai(Maths)
	National Innovation Start up Policy (NISIP)	Dr.(Smt).Sangeetha(CCS), Smt. M. Lalitha, Smt. MilkaVijavan, Selvi .S. Vimala, Selvi. Sathva
	NDLI Club	Smt. S. Gomathy(Lib), Selvi.S. DivyaBharkavi (CA)
B	Conferences, Seminars, Symposia & Workshops (Agencies/Management)	Dr. V. Vallinayagi(CS) & Forum Vice Presidents SelviBalakarthika (CS)
C	Infrastructure (Building, Furniture, Equipment) - Auditorium/Seminar Hall/Smart Class/AVE appliances.	Selvi S. Anunithya(Eng, Tamil, Sanskrit) Selvi S. DhivyaBharkavi(CA)- (CS/IT/BCA) Selvi R. Sathya(Phy) (Maths/Physics/Chemistry) Selvi D. Anita@Sajitha(BBA)- (Eco/BBA/ Com/CCS)
D	Calendar, Compendium & Campus Chronicle, College Magazine	Smt.M.Vijayalakshmi.(CS) Smt. P. Anusha (CA) Dr.(Smt).N. Kamala(CCS), Smt. S. Gomathy(Lib) & Forum Vice Presidents
	Grandeecvam	Smt. M. Karthika(Tamil), Smt. A. Muthuselvi (Sanskrit) Selvi S. Janagi (English), Selvi S. Vimala (BCA) Selvi P. Sivananthi( Maths)
	IQAC Newsletter	Smt. A. Usha(IT), Selvi. M. Rajeswari(Che)
E	PRO/Media Reporting/ Photo-Videos, LIS & PESSY	Smt. S. Gomathy(Lib) - Coordinator SelviKarthika,(Eng), Smt. M. Karthiga(Tamil) Smt. T.Nambiya@Muruganathi(PESSY) Smt. M. Muniyalakshmi(Phy) (Audio Video Centre) Smt. S. Gowri, (NTS), Smt. R. Kalaiselvi (NTS)
F	M.Phil./PhD - Admission to Award, Pragnavani, Research Publications, Academic Publications (Hard/Soft-online)	Smt. S. Viji(Eng) Smt. B. Parvathy Devi (CS) Smt. M. Sudarveni@ Subha(BCA)
Dean IV - Women Cell, Welfare (Students&Staff), Discipline, Alumnae - Smt. K. Lakshmi		
A	Alumnae-SaradaSuta: Membership, Periodical meets, Corpus fund generation, Institution-Alumna-Strengthening	Smt. T. Vennimalai(Maths) Dr.(Selvi).M.Veeralakshmi(CCS) Selvi P.Sankaraparvathy(CS)
B	Health Care Centre, First Aid & Follow up, Emergency Preparedness	Medical Officer (Visiting) Smt. T.Nambiya@Muruganathi (Phy. Edn.) Selvi. Kotharagavi(IT) Female Nursing Assistant
	ID Card/PAN Card	Selvi B.Parameswari (Eng) Selvi S. Pandiyarani (Chemistry)
C	Women Cell	Smt. S. Magarajothilakshmi(Phy) Dr.(Smt).T. Annababy(Eco)
	Staff Club, Staff Council & Welfare	Dr.(Smt).A.Aruna Devi(CCS) Dr.(Smt).T. Dhanalakshmi(Tamil)
D	Government/Merit/Loan Scholarships, Endowments, Awards-Awareness and Personality Attainment / Awards	Smt. M. Vijayalakshmi(CS) Smt .R. Krishnaveni(O)& All the class counsellors

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E	Discipline Committee, Grievance & Redress, Anti-ragging & De-addiction	Smt. V. Raja Rajeswari (Chem) - (Science) Dr. T. Dhanalakshmi (Tam), Lt. Smt. S. Chithra (Eng) Smt. T. Nambiya @ Murugananthi (Phy. Edn.)
F	Learners Support System - Management Scholarship, Leave, OD, ML, Attendance	Sister Shyamala Smt. M. Usha (IT), Smt. V. Lavanya (Maths)

**Dean V – ISR Activities, Integrated Rural Development Programmes and Best Practices: Smt. P. Anusha**

A	CD/SD/Sakthi Pooja, & other General/Official Meetings & Celebrations	Smt. M. Vijayalakshmi (CS), Smt. P. Anusha (CA) Selvi A. Muthuselvi (Sanskrit), Selvi P. Petchi Ammal (Tamil)
B	Navarathiri Golu  PSTC  Padha Pooja	Dr. (Smt.) R. Muthulakshmi (Com) Smt. G. Parameswari (Music), Selvi A. Muthuselvi (Sanskrit), Selvi B. Parameswari (Eng), Selvi. D. Anita @ Sajitha (BBA)  Coordinator - Smt. M. Vijayalakshmi (CS) Smt. P. Anusha (CA), All Class counselors  Smt. G. Parameswari (Music) Coordinator - Smt. M. Vijayalakshmi (CS) Smt. P. Anusha (CA) Smt. T. Nambiya @ Murugananthi & All Year Class Counsellors
C	National Cadet Corps (NCC)	Lt (Smt) S. Chithra (Eng), Selvi. P. Petchi Ammal (Tamil)
D	NSS - Unit No. 153, 24, 25, 233  Electoral Literacy Cell (ELC)	Smt. K. Lakshmi (Che) - Unit Number 153 Dr. (Smt.) A. Arunadevi (CCS) - Unit Number 23 Dr. (Smt.) T. Dhanalakshmi (Tamil) - Unit Number 233 Smt. T. Vennimalai (Maths) - Unit Number 25  Coordinator - Selvi P. Petchi Ammal (Tamil) NSS POs + III UG and PG class counsellors.
E	Red Ribbon Club/ Blood Donor Cell (RRC/BDC)	Smt. P. Anusha (CA) Selvi S. Anu Nithya (Eng)
F	Youth Red Cross (YRC)	Smt. M. Lalitha (Eng) Smt. K. Prammapiya (Maths)
G	Sarva Seva & Shanti Sena (SSSS) & Gandhian Thought	Dr. (Smt.) A. Mahalakshmi (Maths) Selvi B. Parameswari (Eng) Selvi N. Niranjana (Phy), Selvi. Balakarthiga (CS)
H	Green Clean Cell (GCC) - Exnora, Plastic Free Campus	Smt. P. Subbulakshmi (IT) Selvi P. Rajeswari (Chem)
I	Consumer Care Consortium (CCC) - Entrepreneurship Cell, SHG Cell, Exhibition, Consultancy	Smt. M. Usha (IT) Selvi. K. Niranjana (Phy) Selvi G. Krishnaveni (BBA)

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