



SOURASHTRA COLLEGE(Autonomous), MADURAI – 4

(A Linguistic Minority Co-educational Institution)

(Affiliated to Madurai Kamaraj University & Re-Accredited with 'B+' Grade by NAAC)

Vilachery Main Road, Pasumalai (P.O), Madurai-625004.

Contact No.: 87542 09994

87542 08885

🌐 sourashtracollege.com

✉ soucollege@gmail.com

NAAC CYCLE IV – SELF STUDY REPORT

Criterion VI	GOVERNANCE LEADERSHIP AND MANAGEMENT
Key Indicator 6.3	FACULTY EMPOWERMENT STRATEGIES
Q₆M 6.3.1	PERFORMANCE APPRAISAL SYSTEM WELFARE MEASURES AVENUES FOR CAREER DEVELOPMENT/PROGRESSION
Year	2018 – 2023

STAFF COUNCIL MEETING MINUTES

2018-2023



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM - PRINCIPAL & PRESIDENT
Tmt. T.N.K. KAVITHA - SECRETARY
Tmt. K.M. POORNIMA - JOINT SECRETARY
Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING

Date : 13-07-2018

The Staff Council Meeting is scheduled to be held on **18-07-2018, Wednesday** in Hall No.9, at **02:00 pm**. All members are requested to attend the meeting.

AGENDA

1. First Internal Test
2. Other matters, if any

T.N.K. Kavitha
SECRETARY

M.K.P.
PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila	<i>M.R. Rashila</i>	21	Thiru. N.H. Saravanan	<i>N.H. Saravanan</i>
2	Thiru. T.K. Sivakumar	<i>T.K. Sivakumar</i>	22	Thiru. M.K. Eswarlal	<i>M.K. Eswarlal</i>
3	Tmt. T.N.K. Kavitha	<i>T.N.K. Kavitha</i>	PHYSICS		
4	Tmt. G. Kalaivani	<i>G. Kalaivani</i>	23	Capt. T.K. Vishnuram	<i>T.K. Vishnuram</i>
5	Thiru. K.V. Kannan	<i>K.V. Kannan</i>	24	Tmt. K.M. Poornima	<i>K.M. Poornima</i>
6	Dr. M.P. Ganesan	<i>M.P. Ganesan</i>	25		
7	Dr. S.M. Nandini	<i>S.M. Nandini</i>	CHEMISTRY		
8	Thiru. R.S. Vignesh	<i>R.S. Vignesh</i>	26	Dr. C.R. Yuvarajan	<i>C.R. Yuvarajan</i>
9	Dr. K. Kavitha	<i>K. Kavitha</i>	27	Dr. N.P. Krishnan	<i>N.P. Krishnan</i>
TAMIL			BOTANY		
10	Dr. R. Chitra	<i>R. Chitra</i>	28	Dr. M. Venkatesan	<i>M. Venkatesan</i>
11	Thiru. R.R. Kubendran	<i>R.R. Kubendran</i>	CORPORATE SECRETARYSHIP		
HINDI			29	Dr. V. Santa	<i>V. Santa</i>
12	Dr. Rohini Pandian	<i>Rohini Pandian</i>	COMPUTER SCIENCE		
SANSKRIT			30	Dr. V.K. Vijayakumar	<i>V.K. Vijayakumar</i>
13	Dr. A. Gunaseelan	<i>A. Gunaseelan</i>	31	Thiru. K.P. Gnanesh	<i>K.P. Gnanesh</i>
COMMERCE			LIBRARY		
14	Thiru. M.R. Sridharan	<i>M.R. Sridharan</i>	32	Thiru C.S. Vijayakumar	<i>C.S. Vijayakumar</i>
15	Dr. J. Duraichamy	<i>J. Duraichamy</i>	PHYSICAL EDUCATION		
16	Dr. P. Ponraj	<i>P. Ponraj</i>	33	Dr. S.R.V. Ravindran	<i>S.R.V. Ravindran</i>
17	Dr. E.B. Gnaneswaran	<i>E.B. Gnaneswaran</i>	OFFICE		
BUSINESS ADMINISTRATION			34	Tmt. K.T. Vasanthi	<i>K.T. Vasanthi</i>
18	Dr. M.S. Balaji	<i>M.S. Balaji</i>	35	Thiru. T.T. Kumarani	<i>T.T. Kumarani</i>
ECONOMICS					
19	Lt. Dr. K.R. Srinivasan	<i>K.R. Srinivasan</i>			
20	Dr. K. Gnanaguru	<i>K. Gnanaguru</i>			



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Tmt. K.T. VASANTHI

- PRINCIPAL & PRESIDENT
- SECRETARY
- JOINT SECRETARY
- JOINT SECRETARY

STAFF COUNCIL MEETING – ATTENDANCE

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2. Other matters, if any

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4	Tmt. G. Kalaivani	<i>[Signature]</i>	23	Capt. T.K. Vishnuram	<i>[Signature]</i>
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6	Dr. M.P. Ganesan	<i>[Signature]</i>	25	Tmt. K.S. Mahalakshmi	<i>[Signature]</i>
7	Dr. S.M. Nandini	<i>[Signature]</i>	CHEMISTRY		
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18	Dr. M.S. Balaji	<i>[Signature]</i>	35	Thiru. T.T. Kumaran	<i>[Signature]</i>
ECONOMICS				<i>T.M. Sathish Babu</i>	<i>[Signature]</i>
19	Lt. Dr. K.R. Srinivasan	<i>[Signature]</i>			
20	Dr. K. Gnanaguru	<i>[Signature]</i>			



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Tmt. K.M. POORNIMA	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES

Date: 18-07-2018

1. The FIRST internal test dates are August 14, 16, 17 and 18, 2018. The last date for the submission of Question papers is July 31, 2018. The Heads of the Departments are requested to send the Subject details and the Strength of each class on or before July 24, 2018.
2. Dr. S.R.V. Ravindran will be the Coordinator of the Internal Test Committee for the academic year 2018-19. He requested the Staff members to cooperate him for the successful conduct of the Internal Tests.
3. It is decided to work on July 28 and September 08 (Saturdays) in addition to Test Saturdays.
4. It is decided to declare Mid Semester holidays from August 08 to 12, 2018.
5. The tentative dates for the SECOND internal test are September 26, 27, 28 and 29, 2018.
6. The new website hosted by our college is www.sourashtracollege.com. The Staff Members are requested to verify the details of the Department and their individual Profile and to intimate the changes, if any, to Dr. Lt. K.R. Srinivasan, IQAC Coordinator.
7. The Staff members expressed their hearty thanks to the Management for sending the Staff from the Self-Finance stream to engage the classes in the free hours.
8. The IQAC Coordinator and the Staff members thanked the Management also for laying roads inside the college, for laying cement pavement between the Science Blocks, for installing WiFi inside the Campus and for appointing police guards to maintain discipline.

T.N.K. Kavitha
Secretary

[Signature]
Principal and President

Staff Council Meeting

MINUTES

Hall No. 9A

18.07.2018

Time : 02.00 p.m.

Wednesday

1. Dr. S.R.V. Ravindran - Coordinator of Internal Test Committee
2. First Internal Test dates - Aug 14, 16, 17 and 18, 2018
3. Last date for the submission of Qn. papers
- July 31, 2018
4. Subject details and strength of each class
- July 24, 2018
5. July 28, September 08 - Saturdays - working days
6. August 08 - 12 - Midsemester Holidays
7. Tentative dates for the second internal tests
- Sep 26, 27, 28 and 29, 2018
8. New website hosted by our college
www.sourashtracollege.com. Members are requested to verify the individual and department details.
9. Staff members thanked the Management for
 - a) sending the SF staff to engage free rooms
 - b) laying the roads
 - c) laying cement pavement between the Science blocks
 - d) installing Wifi in the Campus
 - e) appointing police guards to maintain discipline

T. N. K. Kavathe
Secretary



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Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 06-09-2018

The Staff Council Meeting is scheduled to be held on **08-09-2018, Saturday** in Hall No.9, at **02:00 pm**. All members are requested to attend the meeting.

AGENDA

1. Review of First Internal Test
2. Second Internal Test
3. Other matters, if any

T.N.K. Kavitha
SECRETARY

M.K. Eswaralal
PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
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2	Thiru. T.K. Sivakumar	<i>T.K. Sivakumar</i>	22	Thiru. M.K. Eswaralal	<i>M.K. Eswaralal</i>
3	Tmt. T.N.K. Kavitha	<i>T.N.K. Kavitha</i>	PHYSICS		
4	Tmt. G. Kalaivani	<i>G. Kalaivani</i>	23	Capt. T.K. Vishnuram	<i>T.K. Vishnuram</i>
5	Thiru. K.V. Kannan	<i>K.V. Kannan</i>	24	Tmt. K.M. Poornima	<i>K.M. Poornima</i>
6	Dr. M.P. Ganesan	<i>M.P. Ganesan</i>	CHEMISTRY		
7	Dr. S.M. Nandini	<i>S.M. Nandini</i>	25	Dr. C.R. Yuvarajan	<i>C.R. Yuvarajan</i>
8	Thiru. R.S. Vignesh	<i>R.S. Vignesh</i>	26	Dr. N.P. Krishnan	<i>N.P. Krishnan</i>
9	Dr. K. Kavitha	<i>K. Kavitha</i>	BOTANY		
TAMIL			27	Dr. M. Venkatesan	<i>M. Venkatesan</i>
10	Dr. R. Chitra	<i>R. Chitra</i>	CORPORATE SECRETARYSHIP		
11	Thiru. R.R. Kubendran	<i>R.R. Kubendran</i>	28	Dr. V. Santa	<i>V. Santa</i>
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17	Dr. E.B. Gnaneswaran	<i>E.B. Gnaneswaran</i>	33	Tmt. K.T. Vasanthi	<i>K.T. Vasanthi</i>
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ECONOMICS					
19	Lt. Dr. K.R. Srinivasan	<i>K.R. Srinivasan</i>			
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Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING - ATTENDANCE

Date: 08-09-2018

AGENDA

1. Review of First Internal Test
2. Second Internal Test
3. Other matters, if any

T.N.K. Kavitha
SECRETARY

[Signature]
PRINCIPAL & PRESIDENT

MEMBERS

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13	Dr. A. Gunaseelan	<i>[Signature]</i>	LIBRARY		
COMMERCE			31	Thiru C.S. Vijayakumar	<i>[Signature]</i>
14	Thiru. M.R. Sridharan	<i>[Signature]</i>	PHYSICAL EDUCATION		
15	Dr. J. Duraichamy		32	Dr. S.R.V. Ravindran	<i>[Signature]</i>
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17	Dr. E.B. Ganeswaran		33	Tmt. K.T. Vasanthi	<i>[Signature]</i>
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19	Lt. Dr. K.R. Srinivasan				
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Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES

Date: 08-09-2018

1. The FIRST internal test marks should be entered in the Mark Register on or before September 11, 2018. The NME marks should be entered in the NME Attendance Register.
2. The SECOND internal test dates are September 27, 28 and 29, 2018. The last date for the submission of Question Papers is September 14, 2018.
3. It is decided to work on September 15 and October 06 (Saturdays) in addition to the Test Saturday.
4. The Principal requested all the Departments to organize Swachh Bharath Programmes after 02.00 p.m.
5. The Heads of the Departments are requested to maintain Stock Register/ Log Book as suggested by the President of Sourashtra College Council.
6. The Coordinator, IQAC, Dr. Lt. K.R. Srinivasan thanked all the Staff members for their prompt submission of data to IQAC. Some suggestions were given to the Staff members.
 - i) The Excel format should not be altered.
 - ii) The name of the Department, the year for which the data is submitted should be mentioned.
 - iii) All the files should be updated.
7. The Staff Council thanked the Management for providing Modem.
8. A team comprising Prof. T.K. Vishnuram, Dr. C. R. Yuvarajan, Dr. V.K. Vijayakumar, Dr. M.R. Rashila, Dr. J. Duraichamy, Prof. T.K. Ravichandran, Prof. T.S.B. Arunprasanth and Mrs. K.T. Vasanthi will visit the Departments to verify the IQAC files and Registers from 10.09.2018 onwards..

T.N.K. Kavitha
Secretary

S.M.A.
Principal and President



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STAFF COUNCIL MEETING

Date: 08-10-2018

The Staff Council Meeting is scheduled to be held on **10-10-2018, Wednesday in Hall No.9, at 02:00 pm.** All members are requested to attend the meeting.

AGENDA

1. Review of Second Internal Test
2. Consolidation of Internal test marks
3. Last working day and Re-opening day
4. Other matters, if any

T.N.K. Kavitha
 SECRETARY

J.M.P.
 PRINCIPAL & PRESIDENT

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Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES

Date: 10.10.2018

1. The Staff Council wishes the Teaching and the Administrative Staff members "A very Happy and Prosperous Deepavali".
2. The Staff members are requested to enter the Second test marks in the Mark Register on or before October 11, 2018. The third test for PG students will be conducted by the Departments on or before October 26, 2018.
3. The Internal test foil cards will be sent to the mail ids of the Heads of the Departments on October 12, 2018. The last date for sending the consolidated Internal test marks to the Office of the Controller of the Examinations in **Excel Format** is October 26, 2018.
4. The **SOFT SKILLS** Summative examination for the third year students will be held on October 29, 2018.
5. The Summative examinations begin for UG students on November 01 and for PG students on November 09, 2018.
6. The last working day for this semester is October 31, 2018.
PG classes will be held till October 31, 2018.
October 29 and 30 are declared as Study holidays.
The reopening day for the next semester is December 06, 2018.
7. The Staff Council congratulates the IQAC Coordinator and his team for the successful completion of NAAC work in time.
8. The IQAC Coordinator Lt. Dr. K.R. Srinivasan expressed his hearty thanks to the Management, the Principal, the Heads of all the Departments, the teaching Staff members and the Administrative Staff members for cooperating him in the completion of SSR data.
9. Dr. S.R.V. Ravindran, Director of Physical Education informed that a State Level Carron Board Competition is to be held in our College during the month of November.

T.N.K. Kavitha
Secretary

[Signature]
Principal and President



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM	-	PRINCIPAL & PRESIDENT
Tmt. T.N.K. KAVITHA	-	SECRETARY
Tmt. K.M. POORNIMA	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 08-01-2019

The Staff Council Meeting is scheduled to be held on 09-01-2019, Wednesday in Hall No.9, at 02:00 pm. All members are requested to attend the meeting.

AGENDA

1. First Internal Test
2. Other matters, if any

T.N.K. Kavitha

SECRETARY

[Signature]

PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila	<i>[Signature]</i>	21	Thiru. N.H. Saravanan	
2	Thiru. T.K. Sivakumar	<i>[Signature]</i>	22	Thiru. M.K. Eswaralal	<i>[Signature]</i>
3	Tmt. T.N.K. Kavitha	<i>[Signature]</i>	PHYSICS		
4	Tmt. G. Kalaivani	<i>[Signature]</i>	23	Capt. T.K. Vishnuram	<i>[Signature]</i>
5	Thiru. K.V. Kannan	<i>[Signature]</i>	24	Tmt. K.M. Poornima	<i>[Signature]</i>
6	Dr. M.P. Ganesan		CHEMISTRY		
7	Dr. S.M. Nandini	<i>[Signature]</i>	25	Dr. C.R. Yuvarajan	<i>[Signature]</i>
8	Thiru. R.S. Vignesh	<i>[Signature]</i>	26	Dr. N.P. Krishnan	<i>[Signature]</i>
9	Dr. K. Kavitha	<i>[Signature]</i>	BOTANY		
TAMIL			27	Dr. M. Venkatesan	
10	Dr. R. Chitra	<i>[Signature]</i>	CORPORATE SECRETARYSHIP		
11	Thiru. R.R. Kubendran		28	Dr. V. Santa	<i>[Signature]</i>
HINDI			COMPUTER SCIENCE		
12	Dr. Rohini Pandian	<i>[Signature]</i>	29	Dr. V.K. Vijayakumar	<i>[Signature]</i>
SANSKRIT			30	Thiru. K.P. Gnanesh	<i>[Signature]</i>
13	Dr. A. Gunaseelan	<i>[Signature]</i>	LIBRARY		
COMMERCE			31	Thiru C.S. Vijayakumar	<i>[Signature]</i>
14	Thiru. M.R. Sridharan	<i>[Signature]</i>	PHYSICAL EDUCATION		
15	Dr. J. Duraichamy	<i>[Signature]</i>	32	Dr. S.R.V. Ravindran	<i>[Signature]</i>
16	Dr. P. Ponraj	<i>[Signature]</i>	OFFICE		
17	Dr. E.B. Gnaneswaran		33	Tmt. K.T. Vasanthi	<i>[Signature]</i>
BUSINESS ADMINISTRATION			34	Thiru. T.M. Sathish babu	<i>[Signature]</i>
18	Dr. M.S. Balaji				
ECONOMICS					
19	Lt. Dr. K.R. Srinivasan	<i>[Signature]</i>			
20	Dr. K. Gnanaguru	<i>[Signature]</i>			



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM	-	PRINCIPAL & PRESIDENT
Tmt. T.N.K. KAVITHA	-	SECRETARY
Tmt. K.M. POORNIMA	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES

Date: 09-01-2019

1. The Staff Council wishes all the Staff members 'A VERY HAPPY AND PROSPEROUS NEW YEAR 2019' and 'A HAPPY AND SWEET PONGAL 2019'.
2. The **FIRST** internal test dates are **February 07, 08 and 09, 2019**. The Heads of the Departments are requested to send the **Subject details** and the **Subject Code** to the test coordinator on or before **January 12, Saturday**. The last date for the submission of Question papers to the test coordinator is on or before **January 25, Friday**.
3. The Question paper pattern for all the subjects (except EVS) for the Internal tests is as follows:
UG – Part A (Multiple choice) - 4x1 = 4
Part B (either...or) - 2x7 = 14
Part C (1 out of 2) - 1x12= 12

PG -- Part A (Multiple choice) - 4x1 = 4
Part B (either...or) -3x4 = 12
Part C (2 out of 3) -2x7 = 14
4. The tentative dates for the Second Internal tests are **March 21, 22, and 23, 2019**.
5. It is decided to work on Saturdays viz, **January 12, February 09 and 23, March 09 and 23, 2019**.
6. The Pongal celebrations in each Department will be on **January 12, 2019**.
7. The Pongal and Mid-Semester holidays will be from **January 13 to 20, 2019**.
8. The Swachh Bharat Campus Cleaning day will be on **January 25, 2019**.
9. The Dean, Dr. V.K. Vijayakumar informed that the Board of Studies Meeting will be held on **February 06, 2019**.
10. Lt. Dr. K.R. Srinivasan, IQAC Coordinator, informed that the DVV clarification work was over and requested the Staff members to provide all the details (both individual and Department) to the IQAC. He requested the members to submit the details to be updated in the website, the PPT presentations and lesson plan, the data required for the Annual Reports (2017-2018 and 2018-2019), the Feedback and to update the Records and Files maintained in each Department. He also requested to inform the students about the College website.

T.N.K. Kavitha
Secretary

[Signature]
Principal and President



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM - PRINCIPAL & PRESIDENT
Tmt. T.N.K. KAVITHA - SECRETARY
Tmt. K.M. POORNIMA - JOINT SECRETARY
Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 04-03-2019

The Staff Council Meeting is scheduled to be held on **05.03.2019, Tuesday** in Hall No.9, at **02:00 pm**. All members are requested to attend the meeting.

AGENDA

1. Review of First Internal Test ✓
2. Second Internal Test ✓
3. Other matters, if any

T.N.K. Kavitha
SECRETARY

[Signature]
PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila	<i>[Signature]</i>	21 ✓	Thiru. N.H. Saravanan	<i>[Signature]</i>
2	Thiru. T.K. Sivakumar	<i>[Signature]</i>	22	Thiru. M.K. Eswarlal	<i>[Signature]</i>
3	Tmt. T.N.K. Kavitha	<i>[Signature]</i>	PHYSICS		
4	Tmt. G. Kalaivani	<i>[Signature]</i>	23 ✓	Capt. T.K. Vishnuram	<i>[Signature]</i>
5	Thiru. K.V. Kannan	<i>[Signature]</i>	24	Tmt. K.M. Poornima	<i>[Signature]</i>
6	Dr. M.P. Ganesan	<i>[Signature]</i>	CHEMISTRY		
7	Dr. S.M. Nandini	<i>[Signature]</i>	25	Dr. C.R. Yuvarajan	<i>[Signature]</i>
8	Thiru. R.S. Vignesh	<i>[Signature]</i>	26	Dr. N.P. Krishnan	<i>[Signature]</i>
9	Dr. K. Kavitha	<i>[Signature]</i>	BOTANY		
TAMIL			27	Dr. M. Venkatesan	<i>[Signature]</i>
10	Dr. R. Chitra	<i>[Signature]</i>	CORPORATE SECRETARYSHIP		
11	Thiru. R.R. Kubendran	<i>[Signature]</i>	28	Dr. V. Santa	<i>[Signature]</i>
HINDI			COMPUTER SCIENCE		
12	Dr. Rohini Pandian	<i>[Signature]</i>	29	Dr. V.K. Vijayakumar	<i>[Signature]</i>
SANSKRIT			30	Thiru. K.P. Gnanesh	<i>[Signature]</i>
13 ✓	Dr. A. Gunaseelan	<i>[Signature]</i>	LIBRARY		
COMMERCE			31	Thiru C.S. Vijayakumar	<i>[Signature]</i>
14	Thiru. M.R. Sridharan	<i>[Signature]</i>	PHYSICAL EDUCATION		
15 ✓	Dr. J. Duraichamy	<i>[Signature]</i>	32	Dr. S.R.V. Ravindran	<i>[Signature]</i>
16	Dr. P. Ponraj	<i>[Signature]</i>	OFFICE		
17	Dr. E.B. Gnaneswaran	<i>[Signature]</i>	33	Tmt. K.T. Vasanthi	<i>[Signature]</i>
BUSINESS ADMINISTRATION			34	Thiru. T.M. Sathish babu	<i>[Signature]</i>
18	Dr. M.S. Balaji	<i>[Signature]</i>			
ECONOMICS					
19 ✓	Lt. Dr. K.R. Srinivasan	<i>[Signature]</i>			
20	Dr. K. Gnanaguru	<i>[Signature]</i>			



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM	-	PRINCIPAL & PRESIDENT
Tmt. T.N.K. KAVITHA	-	SECRETARY
Tmt. K.M. POORNIMA	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES

Date: 05-03-2019

1. The Staff Members are requested to enter the FIRST internal test marks in the Mark Register.
2. The SECOND internal test dates are **March 21, 22 and 23, 2019**. The last date for the submission of Question Papers to the Test Coordinator is **March 13, 2019**.
3. All the FIRST year students will write **Certificate in Gandhian Thought (CGT) Examinations on March 15 and 16, 2019**. The **Diploma in Gandhian Thought (DGT) Examinations** will be held on **March 15, 16 and 18, 2019**.
4. The Parent-Teacher Meeting will be held as follows:
For II year students – **March 15** – 09.00 a.m.
For I year students – **March 16** – 11.30 a.m.
5. The THIRD internal test for PG students will be conducted by the respective departments.
6. Lt. Dr. K.R. Srinivasan, IQAC Coordinator, requested the Head and the Staff members to carry on the preparatory work for the NAAC peer team visit on **March 26 and 27, 2019**.

T.N.K. Kavitha
Secretary

[Signature]
Principal and President



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM - PRINCIPAL & PRESIDENT
 Tmt. T.N.K. KAVITHA - SECRETARY
 Tmt. K.M. POORNIMA - JOINT SECRETARY
 Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 01-04-2019

The Staff Council Meeting is scheduled to be held on 02-04-2019, Tuesday in Hall No.9, at 02:00 pm. All members are requested to attend the meeting.

AGENDA

1. Consolidation of Internal test marks
2. Fixing last working day and reopening day
3. Other matters, if any

T.N.K. Kavitha
 SECRETARY

[Signature]
 PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila	<i>[Signature]</i>	21	Thiru. N.H. Saravanan	<i>[Signature]</i>
2	Thiru. T.K. Sivakumar	<i>[Signature]</i>	22	Thiru. M.K. Eswarlal	<i>[Signature]</i>
3	Tmt. T.N.K. Kavitha	<i>[Signature]</i>	PHYSICS		
4	Tmt. G. Kalaivani	<i>[Signature]</i>	23	Capt. T.K. Vishnuram	<i>[Signature]</i>
5	Thiru. K.V. Kannan	<i>[Signature]</i>	24	Tmt. K.M. Poornima	<i>[Signature]</i>
6	Dr. M.P. Ganesan	<i>[Signature]</i>	CHEMISTRY		
7	Dr. S.M. Nandini	<i>[Signature]</i>	25	Dr. C.R. Yuvarajan	<i>[Signature]</i>
8	Thiru. R.S. Vignesh	<i>[Signature]</i>	26	Dr. N.P. Krishnan	<i>[Signature]</i>
9	Dr. K. Kavitha	<i>[Signature]</i>	BOTANY		
TAMIL			27	Dr. M. Venkatesan	<i>[Signature]</i>
10	Dr. R. Chitra	<i>[Signature]</i>	CORPORATE SECRETARYSHIP		
11	Thiru. R.R. Kubendran	<i>[Signature]</i>	28	Dr. V. Santa	<i>[Signature]</i>
HINDI			COMPUTER SCIENCE		
12	Dr. Rohini Pandian	<i>[Signature]</i>	29	Dr. V.K. Vijayakumar	<i>[Signature]</i>
SANSKRIT			30	Thiru. K.P. Gnanesh	<i>[Signature]</i>
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COMMERCE			31	Thiru C.S. Vijayakumar	<i>[Signature]</i>
14	Thiru. M.R. Sridharan	<i>[Signature]</i>	PHYSICAL EDUCATION		
15	Dr. J. Duraichamy	<i>[Signature]</i>	32	Dr. S.R.V. Ravindran	<i>[Signature]</i>
16	Dr. P. Ponraj	<i>[Signature]</i>	OFFICE		
17	Dr. E.B. Gnaneswaran	<i>[Signature]</i>	33	Tmt. K.T. Vasanthi	<i>[Signature]</i>
BUSINESS ADMINISTRATION			34	Thiru. T.M. Sathish babu	<i>[Signature]</i>
18	Dr. M.S. Balaji	<i>[Signature]</i>			
ECONOMICS					
19	Lt. Dr. K.R. Srinivasan	<i>[Signature]</i>			
20	Dr. K. Gnanaguru	<i>[Signature]</i>			



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM	-	PRINCIPAL & PRESIDENT
Tmt. T.N.K. KAVITHA	-	SECRETARY
Tmt. K.M. POORNIMA	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES

Date: 03.04.2019

1. The Principal Dr. L.P. Ramalingam thanked and appreciated Dr. Lt. K.R. Srinivasan and his team for the successful completion of NAAC Peer Team visit.
2. The last date for the submission of the consolidated Internal test marks to the Controllers' Office for
UG – April 10, 2019
PG – April 15, 2019
3. The last working day for this even semester is April 16, 2019. The reopening day for the next academic year 2019-2020 is June 17, 2019.
4. The Soft Copy of the Internal foil cards will be sent by the Office of the Controller of Examinations to the mail id of the Heads of the Departments on April 05, 2019. Part V External foil cards will be given to the Part V Coordinator, Prof. M. K. Eswarigal.
5. The Online General Knowledge Examination for all the Third year students (Aided course) will be held on April 13, 2019 and for Self-Finance students on April 15, 2019.
6. The Part V Exam for all the Second year students will be held on April 15, 2019.
7. The Semester Exams for UG students begin on April 25, 2019 and for PG students on April 28, 2019.
8. The Heads of the Departments are requested to send the list of students opting NME courses to Dr. C.R. Yuvarajan, Coordinator, NME on April 08, 2019 (Monday)
9. The IQAC Coordinator, Lt. Dr. K.R. Srinivasan expressed his heartfelt thanks to the Management, Principal, IQAC Special Team members, Heads of the Departments, Faculty members, Administrative Staff Members and Students for having supported and extended their fullest cooperation for the NAAC Peer Team visit.
10. The IQAC Coordinator, Lt. Dr. K.R. Srinivasan insisted to submit all the required data to the IQAC Office for the academic years 2017-2018 and 2018-2019.
11. The Staff Council congratulated the retiring staff members Dr. P.S. Shanthy, Prof. Coge, T.K. Vishnuram and Prof. M.R. Sridaran, and for their dedicated and devoted service to our college.

T.N.K. Kavitha

Secretary

Principal and President





SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM - PRINCIPAL & PRESIDENT
Tmt. K.M. POORNIMA - SECRETARY
Mr. M.G.RAMPRESATH - JOINT SECRETARY
Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 12.07.2019

The Staff Council Meeting is scheduled to be held on 16-07-2019, Tuesday in Hall No.9, at 03:45 pm. All members are requested to attend the meeting.

AGENDA

1. First Internal Test
2. Other matters, if any

K.M. Poornima

SECRETARY

[Signature]

PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH					
1	Dr. M.R. Rashila	<i>[Signature]</i>	24	Thiru. N.H. Saravanan	<i>[Signature]</i>
2	Thiru. M.G.Ramprasath				
3	Tmt. K.M. Kavitha				
PHYSICS					
4	Tmt. T.N.K. Kavitha	<i>[Signature]</i>	25	Dr. A.K. Balasubramanian	<i>[Signature]</i>
5	Tmt. G. Kalaivani		26	Dr. M. Balaji	<i>[Signature]</i>
6	Thiru. K.V. Kannan	<i>[Signature]</i>			
7	Dr. S. Bhuvaneshwari	<i>[Signature]</i>			
8	Dr. S.M. Nandhini	<i>[Signature]</i>			
9	Dr. K. Kavitha	<i>[Signature]</i>			
CHEMISTRY					
	TAMIL		27	Dr. C.R. Yuvarajan	<i>[Signature]</i>
10	Dr. R. Chitra	<i>[Signature]</i>	28	Dr. N.P. Krishnan	<i>[Signature]</i>
11	Thiru. R.R. Kubendran	<i>[Signature]</i>			
12.	Dr. K. Muthamilselvi	<i>[Signature]</i>			
BOTANY					
13	Dr. Rohini Pandian	<i>[Signature]</i>	29	Dr. M. Venkatesan	<i>[Signature]</i>
CORPORATE SECRETARYSHIP					
14	Dr. A. Gunaseelan	<i>[Signature]</i>	30	Dr. V. Santha	<i>[Signature]</i>
COMMERCE					
15	Dr. R.R. Balaji	<i>[Signature]</i>	31	Dr. V.K. Vijayakumar	<i>[Signature]</i>
16	Dr. J. Duraichamy	<i>[Signature]</i>	32	Tmt. D.V. Jeyanthi	<i>[Signature]</i>
17	Dr. E.B. Gnaneshwaran	<i>[Signature]</i>			
18	Dr. R.R. Vishnupriya	<i>[Signature]</i>			
LIBRARY					
19	Dr. T.P. Ramprasad	<i>[Signature]</i>	33	Thiru C.S. Vijayakumar	<i>[Signature]</i>
20	Dr. P. Ponraj	<i>[Signature]</i>			
PHYSICAL EDUCATION					
21	Dr. M.S. Balaji	<i>[Signature]</i>	34	Dr. S.R.V. Ravindran	<i>[Signature]</i>
OFFICE					
ECONOMICS					
22	Lt. Dr. K.R. Srinivasan	<i>[Signature]</i>	35	Tmt. K.T. Vasanthi	<i>[Signature]</i>
23	Dr. S. Aathinarayanan	<i>[Signature]</i>	36	Thiru. T.M. Sathishbabu	<i>[Signature]</i>



SOURASHITRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM	-	PRINCIPAL & PRESIDENT
Tmt. K.M.POORNIMA	-	SECRETARY
Mr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES Date: 17-07-2019

1. The Dept. of English will be the **Internal Test Committee** for the academic year **2019-20**.
2. The **FIRST** internal test dates are **August 8, 9 and 10, 2019**.
3. The last date for the submission of Question papers is on or before **July 26, Friday**.
4. The Heads of the Departments are requested to send the **Subject details, Subject code** and the **Strength** of each class on or before **July 23, Tuesday**.
5. It is decided to work on Saturdays viz., **July 27, September 14, other than test Saturdays**.
6. It is decided to declare Mid Semester holidays on **August 21 and 22, 2019**.
7. **Dr. M.R.Rashila**, Internal Test Convener requested the Staff members to cooperate with the committee for the successful conduct of the Internal Tests.
8. The tentative dates for the second internal tests are **October 3, 4 and 5, 2019**
9. The staff council congratulates **Dr. S.R.V.Ravindran** for being elected as academic council member, MKU, from our college. Also the staff council congratulates our **Principal** for successfully conducting the election towards academic council member MKU.
10. Principal requested the conveners of the additional responsibilities to give in writing their willingness to the IQAC coordinator.
11. **Lt. Dr. K.R. Srinivasan**, IQAC Coordinator, requested to submit the changes made in the role of additional responsibilities to **Dr.R.R. Vishnu Priya** to make changes in the college website. He also requested to give prior information of the programmes conducted by the departments to IQAC. Any programme conducted should have 1. Agenda, 2.Meeting minutes, 3. Resolutions / Action taken.
12. Heads meeting will be conducted by the IQAC coordinator on **July 19, 2019 Friday**. He suggested the second members of the departments to attend the meeting along with the Heads.
13. Welcome party celebration is on **July 27th 2019 Saturday** after lunch for all the departments.


Secretary


Principal and President



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM	-	PRINCIPAL & PRESIDENT
Tmt. K.M. POORNIMA	-	SECRETARY
Mr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 06.09.2019

The Staff Council Meeting is scheduled to be held on 12.09.2019, Thursday in Hall No:9, at 03:45 pm. All members are requested to attend the meeting.

AGENDA

1. Review of First Internal Test
2. Second Internal Test
3. Other matters, if any

K.M. Poornima

SECRETARY

M. G. Ramprasath
PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila	<i>M.R. Rashila</i>	24	Thiru. N.H. Saravanan	<i>N.H. Saravanan</i>
2	Thiru. M.G.Ramprasath	<i>M.G. Ramprasath</i>			
3	Tmt. K.M. Kavitha	<i>K.M. Kavitha</i>			
4	Tmt. T.N.K. Kavitha	<i>T.N.K. Kavitha</i>			
5	Tmt. G. Kalaivani	<i>G. Kalaivani</i>	25	Dr. A.K. Balasubramanian	<i>A.K. Balasubramanian</i>
6	Thiru. K.V. Kannan	<i>K.V. Kannan</i>	26	Dr. M. Balaji	<i>M. Balaji</i>
7	Dr. S. Bhuvaneswari	<i>S. Bhuvaneswari</i>			
8	Dr. S.M. Nandhini	<i>S.M. Nandhini</i>			
9	Dr. K. Kavitha	<i>K. Kavitha</i>			
TAMIL			27	Dr. C.R. Yuvarajan	<i>C.R. Yuvarajan</i>
10	Dr. R. Chitra	<i>R. Chitra</i>	28	Dr. N.P. Krishnan	<i>N.P. Krishnan</i>
11	Thiru. R.R. Kubendran	<i>R.R. Kubendran</i>			
12.	Dr. K. Muthamilselvi	<i>K. Muthamilselvi</i>			
HINDI			29	Dr. M. Venkatesan	<i>M. Venkatesan</i>
13	Dr. Rohini Pandian	<i>Rohini Pandian</i>			
SANSKRIT			30	Dr. V. Santha	<i>V. Santha</i>
14	Dr. A. Gunaseelan	<i>A. Gunaseelan</i>			
COMMERCE			31	Dr. V.K. Vijayakumar	<i>V.K. Vijayakumar</i>
15	Dr. R.R. Balaji	<i>R.R. Balaji</i>	32	Tmt. D.V. Jeyanthi	<i>D.V. Jeyanthi</i>
16	Dr. J. Duraichamy	<i>J. Duraichamy</i>			
17	Dr. E.B. Gnanaswaran	<i>E.B. Gnanaswaran</i>			
18	Dr. R.R. Vishnupriya	<i>R.R. Vishnupriya</i>			
19	Dr. T.P. Ramprasad	<i>T.P. Ramprasad</i>	33	Thiru C.S. Vijayakumar	<i>C.S. Vijayakumar</i>
20	Dr. P. Ponraj	<i>P. Ponraj</i>			
BUSINESS ADMINISTRATION			34	Dr. S.R.V. Ravindran	<i>S.R.V. Ravindran</i>
21	Dr. M.S. Balaji	<i>M.S. Balaji</i>			
ECONOMICS			35	Tmt. K.T. Vasanthi	<i>K.T. Vasanthi</i>
22	Lt. Dr. K.R. Srinivasan	<i>K.R. Srinivasan</i>	36	Thiru. T.M. Sathishbabu	<i>T.M. Sathishbabu</i>
23	Dr. S. AAthinarayanan	<i>S. AAthinarayanan</i>			

Secretary 147119



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM	-	PRINCIPAL & PRESIDENT
Tmt. K.M.POORNIMA	-	SECRETARY
Mr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES Date: 12.09.2019

1. The Staff members are requested to enter the **First internal marks** in the marks register.
2. The second internal test dates are **October 3, 4 and 5, 2019**. The last date for the submission of question papers to the test co-ordinator is on or before **23rd September 2019**.
3. Controller of examination requested to conduct the summative practical examination between **9th October to 22nd October 2019**. Names of the examiners should be given along with their educational qualification.
4. The tentative date for the commencement of the summative examination for this academic year 2019 – 20 is **1st November 2019**.
5. **Dean** requested to submit the **panel for the Board of studies** at the earliest (**Dept. which has not given the particulars so far**).
6. **Test committee co-ordinator** requested the HOD's of all the departments to insist the invigilators to put their initials in all the papers given for the internal test without fail.
7. Circulars relating to college will be put up in the notice board in the principals' room and to Whats app in the SC faculty group as per the decision taken by the Staff council.
8. **IQAC co-ordinator** suggested to introduce the syllabus on the basis of **outcome based education**.

K. M. Poornima
Secretary

[Signature]
Principal and President



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM	-	PRINCIPAL & PRESIDENT
Tmt. K.M.POORNIMA	-	SECRETARY
Mr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES Date: 15.10.2019

1. The staff council wishes the teaching and administrative staff members "A very Prosperous Happy Deepavali"
2. The Staff members are requested to enter the **internal marks** in the register and obtain the signature from the principal.
3. Last date for sending the consolidated internal marks to the controller of examination in Excel format for UG is on or before **22nd October 2019** and for PG is on or before **24th October, 2019**.
4. **Deepavali Holidays** for teaching Staff members is from **October 25th to October 30th, 2019**.
5. **Last working day for the UG students is 24th October, 2019** and for the PG students is **31st October, 2019**. Last working day for this odd semester is **October 31st 2019**.
6. Reopening day for the next even semester is **December 6th 2019**.
7. The summative exams begins from **November 1st for UG students** and for PG students is **November 6th, 2019**.
8. Hall tickets will be given to the UG students on **23rd and 24th October, 2019** for UG and on **31st October, 2019** for PG.

K. M. Poornima

Secretary

[Signature]

Principal and President



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM	-	PRINCIPAL & PRESIDENT
Tmt. K.M.POORNIMA	-	SECRETARY
Mr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES Date: 09.01.2020

1. The staff council wishes "A very Happy and Prosperous New year 2020" and advance Pongal wishes to all the teaching and administrative staff members.
2. The NAAC has approved our college Principal as an assessor in NAAC. The staff council congratulates our Principal.
3. It is decided to work on **11.1.2020 Saturday** and also all Saturdays from February 1 to March 31, 2020.
4. Test committee co-ordinator **Dr.M.R.Rashila** informed that the first internal dates are **13th 14th and 15th of FEB 2020**. Last date for the submission of the question paper is **24th JAN 2020**.
5. Tentative dates for the second internal test are **26th 27th 28th March 2020**.
6. **Pongal** celebration will be on **14th JAN 2020**.
7. The Dean **Dr. V.K.Vijayakumar** informed that the **Board of studies** meeting will be tentatively on **1st FEB 2020**.
8. Controller of examination **Dr . K.R.Srinivasan** informed that the **CGT/DGT** exams will be held on **12th 13th 14th March 2020**.
9. Decided to conduct Parents teachers meeting at the time of **CGT/DGT** exam for the **I year and II year students**.
10. Co-ordinator of **CGT/DGT** **Dr.S.M.Nandini** requested the staff members to encourage the students to join **DGT**.

K. M. Poornima
Secretary

[Signature]
Principal and President



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM - PRINCIPAL & PRESIDENT
Tmt. K.M. POORNIMA - SECRETARY
Mr. M.G.RAMPRASATH - JOINT SECRETARY
Tmt. K.T. VASANTHI - JOINT SECRETARY

Date: 29.02.2020

STAFF COUNCIL MEETING

The Staff Council Meeting is scheduled to be held on 03.03.2020, Tuesday in Hall No.9, at 03:45 pm. All members are requested to attend the meeting.

AGENDA

1. Second Internal Test
2. First internal test review
3. Other matters if any

K.M. Poornima
SECRETARY

[Signature]
PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila		24	Thiru. N.H. Saravanan	
2	Thiru. M.G.Ramprasath				
3	Tmt. K.M. Kavitha				
4	Tmt. T.N.K. Kavitha		PHYSICS		
5	Tmt. G. Kalaivani		25	Dr. A.K. Balasubramanian	
6	Thiru. K.V. Kannan		26	Dr. M. Balaji	
7	Dr. S. Bhuvanewari				
8	Dr. S.M. Nandhini				
9	Dr. K. Kavitha		CHEMISTRY		
TAMIL			27	Dr. C.R. Yuvarajan	
10	Dr. R. Chitra		28	Dr. N.P. Krishnan	
11	Thiru. R.R. Kubendran				
12.	Dr. K. Muthamilselvi				
HINDI			BOTANY		
13	Dr. Rohini Pandian		29	Dr. M. Venkatesan	
SANSKRIT			CORPORATE SECRETARYSHIP		
14	Dr. A. Gunaseelan		30	Dr. V. Santha <i>K.G. Nalina</i>	
COMMERCE			COMPUTER SCIENCE		
15	Dr. R.R. Balaji		31	Dr. V.K. Vijayakumar	
16	Dr. J. Duraichamy		32	Tmt. D.V. Jeyanthi	
17	Dr. E.B. Gnaneswaran				
18	Dr. R.R. Vishnupriya		LIBRARY		
19	Dr. T.P. Ramprasad		33	Thiru C.S. Vijayakumar	
20	Dr. P. Ponraj				
BUSINESS ADMINISTRATION			PHYSICAL EDUCATION		
21	Dr. M.S. Balaji		34	Dr. S.R.V. Ravindran	
ECONOMICS			OFFICE		
22	Lt. Dr. K.R. Srinivasan		35	Tmt. K.T. Vasanthi	
23	Dr. S. AAthinarayanan		36	Thiru. T.M. Sathishbabu	



SOURASHITRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. L.P. RAMALINGAM	-	PRINCIPAL & PRESIDENT
Tmt. K.M.POORNIMA	-	SECRETARY
Mr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES Date: 03.03.2020

1. The Staff members are requested to enter the **First internal marks** in the marks register.
2. The second internal test dates are **19th, 20th, 21st MARCH 2020**. The last date for the submission of question papers to the test co-ordinator is on or before **9th MARCH 2020**. Test co-ordinator **Dr. M.R.Rashila** requested the staff members to submit the question paper within the date mentioned.
- 3 **CGT examinations for the I year – 13th and 14th MARCH 2020.**
DGT examinations for the II year- 13th, 14th and 16th MARCH 2020.
4. Parent teachers meeting will be held as follows.
 II year - March 13TH -10.15 am
 I year - March 14th -12 noon
5. The third internal test for **PG** will be conducted by the respective departments.
6. Dean **Dr. V.K.Vijayakumar** requested to submit the Outcome based syllabus on or before **6.3.2020**.
7. **Dr. K.R.Srinivasan** requested the Heads of all the departments to update the data through IQAC members.


Secretary


Principal and President

[Faint, illegible handwriting on lined paper]



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Prof.N.H.SARAVANAN - PRINCIPAL i/c & PRESIDENT
Tmt. K.M. POORNIMA - SECRETARY
Dr. M.G.RAMPRASATH - JOINT SECRETARY
Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 22.12.2020

The Staff Council Meeting is scheduled to be held on 22.12.2020, Tuesday in Hall No.9, at 11.30a.m., All members are requested to attend the meeting.

AGENDA

1. Even Semester Reopening Date
2. Autonomous Extension Committee Visit
3. Other matters, if any

K. M. Poornima

SECRETARY

N.H. Saravanan

PRINCIPAL i/c & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila	<i>M.R. Rashila</i>	23	Dr.V.Ramamani	<i>Ramamani</i>
2	Dr. M.G.Ramprasath	<i>M.G. Ramprasath</i>			
3	Tmt. K.M. Kavitha	<i>K.M. Kavitha</i>			
4	Tmt. T.N.K. Kavitha	<i>T.N.K. Kavitha</i>	PHYSICS		
5	Tmt. G. Kalaivani	<i>G. Kalaivani</i>	24	Dr. A.K. Balasubramanian	<i>A.K. Balasubramanian</i>
6	Thiru. K.V. Kannan	<i>K.V. Kannan</i>	25	Dr. M. Balaji	<i>M. Balaji</i>
7	Dr. S. Bhuvaneswari	<i>S. Bhuvaneswari</i>			
8	Dr. S.M. Nandhini	<i>S.M. Nandhini</i>	CHEMISTRY		
9	Dr. K. Kavitha	<i>K. Kavitha</i>	26	Dr. V.Sathiendran	<i>V. Sathiendran</i>
TAMIL			27	Dr. N.P. Krishnan	<i>N.P. Krishnan</i>
10	Dr. R. Chitra	Retired			
11	Thiru. R.R. Kubendran	<i>R.R. Kubendran</i>	BOTANY		
12.	Dr. K. Muthamilselvi	<i>K. Muthamilselvi</i>	28	Dr. M. Venkatesan	<i>M. Venkatesan</i>
HINDI			CORPORATE SECRETARYSHIP		
13	Dr. Rohini Pandian	<i>Rohini Pandian</i>	29	Dr.K.G.Nalina	<i>K.G. Nalina</i>
SANSKRIT			COMPUTER SCIENCE		
14	Dr. A. Gunaseelan	<i>A. Gunaseelan</i>	30	Dr. V.K. Vijayakumar	<i>V.K. Vijayakumar</i>
COMMERCE			31	Tmt. D.V. Jeyanthi	
15	Dr. R.R. Balaji	Retired	LIBRARY		
16	Dr. J. Duraichamy	<i>J. Duraichamy</i>	32	Thiru C.S. Vijayakumar	<i>C.S. Vijayakumar</i>
17	Dr. E.B. Gnanaswaran	<i>E.B. Gnanaswaran</i>	PHYSICAL EDUCATION		
18	Dr. R.R. Vishnupriya		33	Dr. S.R.V. Ravindran	<i>S.R.V. Ravindran</i>
19	Dr. P. Ponraj	<i>P. Ponraj</i>	OFFICE		
BUSINESS ADMINISTRATION			34	Tmt. K.T. Vasanthi	<i>K.T. Vasanthi</i>
20	Dr. M.S. Balaji	<i>M.S. Balaji</i>	35	Thiru. T.M. Sathishbabu	<i>T.M. Sathishbabu</i>
ECONOMICS					
21	Lt. Dr. K.R. Srinivasan	<i>K.R. Srinivasan</i>			
22	Dr. S. Aathinarayanan				

T.K. Sivaraj

T.K. Sivaraj



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI

STAFF COUNCIL

Prof. N. H. SARAVANAN
Tmt. K. M. POORNIMA
Dr. M. G. RAMPRASATH
Tmt. K. T. VASANTHI

PRINCIPAL i/c & PRESIDENT
SECRETARY
JOINT SECRETARY
JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES

Date: 22.12.2020

1. The reopening date for the even semester is **04/01/2021 (Final Year UG & PG)**
2. Principal informed the visit of the Autonomous Extension Review Committee on 10th and 11th of January 2021 and to be prepared for the visit.
3. Question Papers of the summative examinations of November 2020 will be sent by the Controller of Examinations **Dr. K.R. Srinivasan** to the Heads of the respective departments. Heads of the departments will assign the subject teachers to send the question paper to the Students' WhatsApp group.
4. Students must send their soft copies of their answer sheets both to the department mail id and to the controller mail id. They must mention the File name as Reg.No-Subject code-Date of examination.
5. Absentees list should be sent to the Controller of examination by the Heads of the respective departments getting the details from the concerned subject teachers.
6. **Prof. T.K. Sivakumar** is appointed as Autonomous Extension Review Committee co-ordinator.
7. **Lt. Dr. K.R. Srinivasan**, IQAC Coordinator, requested the Staff members to submit the Lesson plan and the Student's feedback .
8. **Dr. V.K. Vijayakumar**, Dean requested the Heads of the Departments to submit the NIRF proforma.
9. Department PPT should be sent on or before 28/12/2020 to the mail id soucollege@gmail.com
10. Dept. Heads are requested to send the updated dept. profile to the Principal's WhatsApp in the PDF format.

K. M. Poornima
Secretary

[Signature]
Principal and President

**SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004****STAFF COUNCIL**

PROF.N.H.SARAVANAN(i/c)	-	PRINCIPAL & PRESIDENT
Tmt. K.M. POORNIMA	-	SECRETARY
Dr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 12.02.2021

The Staff Council Meeting is scheduled to be held on **12.02.2021, Friday** in **Hall No.9**, at **03:30 pm**. All members are requested to attend the meeting.

AGENDA

1. Internal Test
2. Other matters, if any

SECRETARY

PRINCIPAL(i/c) & PRESIDENT

MEMBERS

S.No.	Name	Signature	S.No	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila		22	Dr. V.Ramamani	
2	Dr. M.G.Ramprasath				
3	Tmt. K.M. Kavitha				
4	Tmt. T.N.K. Kavitha		PHYSICS		
5	Tmt. G. Kalaivani		23	Dr. A.K. Balasubramanian	
6	Thiru. K.V. Kannan		24	Dr. M. Balaji	
7	Dr. S. Bhuvanewari				
8	Dr. S.M. Nandhini				
9	Dr. K. Kavitha		CHEMISTRY		
TAMIL			25	Dr. V.Sathiendran	
			26	Dr. N.P. Krishnan	
10	Thiru. R.R. Kubendran				
11	Dr. K. Muthamilselvi				
HINDI			BOTANY		
12	Dr. Rohini Pandian		27	Dr. M. Venkatesan	
SANSKRIT			CORPORATE SECRETARYSHIP		
13	Dr. A. Gunaseelan		28	Dr.K.G.Nalina	
COMMERCE			COMPUTER SCIENCE		
14	Dr. J. Duraichamy		29	Dr. V.K. Vijayakumar	
15	Dr. E.B. Gnaneswaran		30	Tmt. D.V. Jeyanthi	
16	Dr. R.R. Vishnupriya				
17	Dr. T.P. Ramprasad		LIBRARY		
18	Dr. P. Ponraj		31	Thiru C.S. Vijayakumar	
BUSINESS ADMINISTRATION			PHYSICAL EDUCATION		
19	Dr. M.S. Balaji		32	Dr. S.R.V. Ravindran	
ECONOMICS			OFFICE		
20	Lt. Dr. K.R. Srinivasan		33	Tmt. K.T. Vasanthi	
21	Dr. S. AAthinarayanan		34	Thiru. T.M. Sathishbabu	



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF.N.H.SARAVANAN	-	PRINCIPAL(i/c) & PRESIDENT
Tmt. K.M.POORNIMA	-	SECRETARY
Dr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES **Date: 12.02.2021**

1. It is decided to conduct the Internal test (on line) for all the **UG** students on 22nd, 23rd, 24th Feb 2021 and 25th, 26th, 27th Feb 2021 for all the **PG** students.
2. **Principal** requested all the Heads of the departments to confirm with the Staff members whether they have submitted the Election Duty form to the office.
3. **Director of Physical Education Dr.S.R.V.Ravindran** requested to take the students to the Fitness centre twice in a week for each class. Also the Staff members can avail the Fitness centre within the college hours on any day at any time.

K.M. Poornima
Secretary

[Signature]
Principal (i/c) and President



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF.N.H.SARAVANAN(i/c) - PRINCIPAL & PRESIDENT
 Tmt. K.M. POORNIMA - SECRETARY
 Dr. M.G.RAMPERSATH - JOINT SECRETARY
 Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING -Attendance

Date: 25.03.2021

AGENDA

1. II Internal Test
2. Review of I Internal Test
3. Other matters, if any

K.M. Poornima
SECRETARY

Tmt. K.T. Vasanthi
PRINCIPAL(i/c) & PRESIDENT

MEMBERS

S.No.	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila	<i>M.R. Rashila</i>	22	Dr. V.Ramamani	<i>V.Ramamani</i> (For Head)
2	Dr. M.G.Ramprasath	<i>M.G.Ramprasath</i>			
3	Tmt. K.M. Kavitha	<i>K.M. Kavitha</i>			
4	Tmt. T.N.K. Kavitha	<i>T.N.K. Kavitha</i>	PHYSICS		
5	Tmt. G. Kalaivani	<i>G. Kalaivani</i>	23	Dr. A.K. Balasubramanian	<i>A.K. Balasubramanian</i>
6	Thiru. K.V. Kannan	<i>K.V. Kannan</i>	24	Dr. M. Balaji	<i>M. Balaji</i>
7	Dr. S. Bhuvaneshwari	<i>S. Bhuvaneshwari</i>			
8	Dr. S.M. Nandhini	<i>S.M. Nandhini</i>	CHEMISTRY		
9	Dr. K. Kavitha	<i>K. Kavitha</i>	25	Dr. V.Sathiyendiran	<i>V.Sathiyendiran</i>
TAMIL			26	Dr. N.P. Krishnan	<i>N.P. Krishnan</i>
10	Thiru. R.R. Kubendran	<i>R.R. Kubendran</i>			
11	Dr. K. Muthamilselvi	<i>K. Muthamilselvi</i>	BOTANY		
HINDI			27	Dr. M. Venkatesan	<i>M. Venkatesan</i>
12	Dr. Rohini Pandian	<i>Rohini Pandian</i>	CORPORATE SECRETARYSHIP		
SANSKRIT			28	Dr.K.G.Nalina	<i>K.G.Nalina</i>
13	Dr. A. Gunaseelan	<i>A. Gunaseelan</i>	COMPUTER SCIENCE		
COMMERCE			29	Dr. V.K. Vijayakumar	<i>V.K. Vijayakumar</i>
14	Dr. J. Duraichamy	<i>J. Duraichamy</i>	30	Dr.T.D.Venkateshwaran	<i>T.D.Venkateshwaran</i>
15	Dr. E.B. Gnaneshwaran	<i>E.B. Gnaneshwaran</i>	31	Tmt.D.V.Jeyanthi	<i>D.V.Jeyanthi</i>
16	Dr. R.R. Vishnupriya	<i>R.R. Vishnupriya</i>	LIBRARY		
17	Dr. T.T.Karthik	<i>T.T.Karthik</i>	31	Thiru C.S. Vijayakumar	<i>C.S. Vijayakumar</i>
18	Dr. P. Ponraj	<i>P. Ponraj</i>	PHYSICAL EDUCATION		
BUSINESS ADMINISTRATION			33	Dr. S.R.V. Ravindran	<i>S.R.V. Ravindran</i>
19	Dr. M.S. Balaji	<i>M.S. Balaji</i>	OFFICE		
ECONOMICS			34	Tmt. K.T. Vasanthi	<i>K.T. Vasanthi</i>
20	Lt. Dr. K.R. Srinivasan	<i>K.R. Srinivasan</i>	35	Thiru. T.M. Sathishbabu	<i>T.M. Sathishbabu</i>
21	Dr. S. Aathinarayanan	<i>S. Aathinarayanan</i>			



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF.N.H.SARAVANAN	-	PRINCIPAL(i/c) & PRESIDENT
Tmt. K.M.POORNIMA	-	SECRETARY
Dr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES Date: 25.03.2021

1. Staff council congratulates the newly selected NAAC coordinator (**Dr. V.K. Vijakumar**), IQAC coordinator (**Dr T.D. Venkateshwaran**), Dean(**Prof T.N.K.Kavitha**) and Deputy Dean (**Dr. N.M.Mekala**) and the former NAAC coordinator (**Dr. K.R.Srinivasan**) for his dedicated work.
2. It is decided to conduct the **II Internal test** (on line) for all the **UG** and **PG** students on **15th, 16th and 17th of April 2021**. **III Internal test for PG** students can be conducted on any convenient date on or after 85th working day.
3. Principal requested the staff members to enter the I Internal mark in the mark register on or before **29th March 2021**.
4. Parent Teachers meeting will be held from **19th April to 24th April** for I and II year students.
5. Exam dates for CGT and DGT are as follows.
CGT - 19TH and 20th April 2021
DGT- 19th, 20th, and 21st April 2021
6. Staff members are requested to conduct ADD-ON courses through on line mode for this Semester.
7. The tentative date for the **Academic council meeting is 30th March 2021**.
8. IQAC coordinator gave the remainder to send the **AQAR data** on or before **29th March** for the year 2019-2020. Also he requested to conduct as many activities as possible for the current year 2020-2021.
9. Controller of examination suggested the summative exam date for the even semester 2020-2021 (5th MAY onwards).
10. Principal requested the Staff members to give their willingness in writing for additional responsibility for the year 2021- 2022 . Circular will be sent later.

K. M. Poornima
Secretary

V. K. Vijakumar
Principal (i/c) and President



SOURASHTRA COLLEGE

(AUTONOMOUS)

MADURAI – 625 004

Tel.No./ Fax No. 0452 2370872

email:soucollege@gmail.com

Date : 02.07.2021

Time : 06.30 pm.

STAFF COUNCIL MEETING (ONLINE)

MINUTES

1. The Principal requested
 - to follow the Outcome Based Education syllabi from this Academic year for the first year students 2021-2022 (both UG & PG).
 - to conduct the Student Induction Programme and Bridge Course for the I year UG students.
 - to conduct the Value Added Course (30 Hours) for this Academic year 2021-2022.
2. As per the requisition given by the Principal to our College Secretary Dr. D.R. Kumaresh, he has accepted to give partial financial assistance to the Staff members presenting Papers in the National / International Conferences / Seminars.
3. The IQAC Coordinator, Dr. T. D. Venkateswaran reported the Council regarding the submission of AQAR Report (2019-2020 and 2020-2021) in the NAAC office. Also he thanked the NAAC Coordinator, Dr. V. K. Vijayakumar, Criteria Heads and Members, Heads of the Departments, Staff members, Office Superintendent and the Administrative Staff members for their fullest cooperation extended towards the submission.
4. The IQAC coordinator mentioned the Academic Activities to be conducted for the academic year 2021-2022.
 - Students Induction Programme for First year students
 - Bridge Course for First year students
 - Minimum one Value Added course in each semester.
 - Mentor – Mentee Meeting

The following Supporting documents should be attached for each Programme.

- Circular sent
- Invitation
- Newspaper clipping
- No. of participants
- Photos taken using Geotag
- Report

K. M. Poornima

SECRETARY
STAFF COUNCIL

[Signature]
PRINCIPAL (i/c)



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF.N.H.SARAVANAN(i/c) - PRINCIPAL & PRESIDENT
Tmt. K.M. POORNIMA - SECRETARY
Dr. M.G.RAMPRASATH - JOINT SECRETARY
Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 27.08.2021

The Staff Council Meeting is scheduled to be held on 31.08.2021, TUESDAY in Hall No.9, at 03:30 pm. All members are requested to attend the meeting.

AGENDA

1. Reopening of UG and PG - off line classes.
2. Other matters, if any

K.M. Poornima
SECRETARY

[Signature]
PRINCIPAL(i/c) & PRESIDENT

MEMBERS

S.No.	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila		22	Dr. V.Ramamani	
2	Dr. M.G.Ramprasath				
3	Tmt. K.M. Kavitha		PHYSICS		
4	Tmt. T.N.K. Kavitha		23	Dr. A.K. Balasubramanian	
5	Tmt. G. Kalaivani		24	Dr. M. Balaji	
6	Thiru. K.V. Kannan				
7	Dr.M.P.Ganeshan		CHEMISTRY		
9	Dr. S.M. Nandhini		25	Dr. V.Sathiendiran	
10	Dr. K. Kavitha		26	Dr. N.P. Krishnan	
TAMIL					
11	Thiru. R.R. Kubendran		BOTANY		
11	Dr. K. Muthamilselvi		27	Dr. M. Venkatesan	
HINDI			CORPORATE SECRETARYSHIP		
12	Dr. Rohini Pandian		28	Dr.K.G.Nalina	
SANSKRIT			COMPUTER SCIENCE		
13	Dr. A. Gunaseelan		29	Dr. V.K. Vijayakumar	
COMMERCE			30	Dr.T.D.Venkateshwaran	
14	Dr. J. Duraichamy		31	Tmt.D.V.Jeyanthi	
15	Dr. E.B. Gnaneshwaran		LIBRARY		
16	Dr. R.R. Vishnupriya		32	Thiru C.S. Vijayakumar	
17	Dr. T.P. Ramprasad		PHYSICAL EDUCATION		
18	Dr. P. Ponraj		31	Dr. S.R.V. Ravindran	
BUSINESS ADMINISTRATION			OFFICE		
19	Dr. M.S. Balaji		31	Tmt. K.T. Vasanthi	
ECONOMICS			31	Thiru. T.M. Sathishbabu	
20	Lt. Dr. K.R. Srinivasan				
21					



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF. N.H. SARAVANAN(i/c)	-	PRINCIPAL & PRESIDENT
Tmt. K.M. POORNIMA	-	SECRETARY
Dr. M.G. RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING - ATTENDANCE

Date: 31.08.2021

AGENDA

1. Reopening of UG and PG - off line classes.
2. Other matters, if any

K.M. Poornima
SECRETARY

K.H. Saravanan
PRINCIPAL(i/c) & PRESIDENT

MEMBERS

S.No.	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila		22	Dr. V. Ramamani	<i>Ramamani</i>
2	Dr. M.G. Ramprasath	<i>M.G. Ramprasath</i>			
3	Tmt. K.M. Kavitha	<i>K.M. Kavitha</i>			
4	Tmt. T.N.K. Kavitha	<i>T.N.K. Kavitha</i>	PHYSICS		
5	Tmt. G. Kalaivani		23	Dr. A.K. Balasubramanian	<i>A.K. Balasubramanian</i>
6	Thiru. K.V. Kannan	<i>K.V. Kannan</i>	24	Dr. M. Balaji	<i>M. Balaji</i>
7	Dr. M.P. Ganeshan	<i>M.P. Ganeshan</i>			
9	Dr. S.M. Nandhini	<i>S.M. Nandhini</i>			
10	Dr. K. Kavitha	<i>K. Kavitha</i>	CHEMISTRY		
TAMIL			25	Dr. V. Sathiyendiran	<i>V. Sathiyendiran</i>
			26	Dr. N.P. Krishnan	<i>N.P. Krishnan</i>
11	Thiru. R.R. Kubendran				
11	Dr. K. Muthamilselvi	<i>K. Muthamilselvi</i>	BOTANY		
HINDI			27	Dr. M. Venkatesan	<i>M. Venkatesan</i>
12	Dr. Rohini Pandian	<i>Rohini Pandian</i>	CORPORATE SECRETARYSHIP		
SANSKRIT			28	Dr. K.G. Nalina	<i>K.G. Nalina</i>
13	Dr. A. Gunaseelan	<i>A. Gunaseelan</i>	COMPUTER SCIENCE		
COMMERCE			29	Dr. V.K. Vijayakumar	<i>V.K. Vijayakumar</i>
14	Dr. J. Duraichamy	<i>J. Duraichamy</i>	30	Dr. T.D. Venkateshwaran	<i>T.D. Venkateshwaran</i>
15	Dr. E.B. Gnanaswaran	<i>E.B. Gnanaswaran</i>	31	Tmt. D.V. Jeyanthi	<i>D.V. Jeyanthi</i>
16	Dr. R.R. Vishnupriya	<i>R.R. Vishnupriya</i>	LIBRARY		
17	Dr. T.P. Ramprasad		32	Thiru C.S. Vijayakumar	<i>C.S. Vijayakumar</i>
18	Dr. P. Ponraj		PHYSICAL EDUCATION		
BUSINESS ADMINISTRATION			33	Dr. S.R.V. Ravindran	
19	Dr. M.S. Balaji	<i>M.S. Balaji</i>	OFFICE		
ECONOMICS			34	Tmt. K.T. Vasanthi	<i>K.T. Vasanthi</i>
20	Lt. Dr. K.R. Srinivasan	<i>K.R. Srinivasan</i>	35	Thiru. T.M. Sathishbabu	<i>T.M. Sathishbabu</i>
21					



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF.N.H.SARAVANAN	-	PRINCIPAL(i/c) & PRESIDENT
Tmt. K.M.POORNIMA	-	SECRETARY
Dr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES Date: 31.08.2021

1. The Principal requested Heads of all the Departments to advise the UG (IY&IIY) and PG (IY&IIY) students to get vaccinated today in the vaccination camp in the college premises.
2. OFF-LINE classes will be held for UG and PG from SEP 1ST 2021.

PG (IY&IIY)	UG(IY&IIY)
All the six days	To be followed by the schedule given by Principal (Attached below)
3. The Principal requested all the Heads to forward the WhatsApp message regarding the vaccination form to be filled by the (IY&IIY) UG students and PG (IY&IIY) students.
4. Prof .T.N.K.Kavitha ,Dean Academic Affairs informed the changes to be brought in the question pattern both for Internal and External exams for the I Y UG and IY PG students following OBE pattern from this Academic year 2021-2022.Circular regarding this will be sent by Dean. Also Dean requested to prepare the syllabus for Ily UG(IIIrd and IV th)and Iy PG (Ist and IInd) (OBEstructure) for the Academic year 2022-2023.Format for the syllabus will be posted in the WhatsApp group by Dean.
5. Dr. T.D.Venkateswaran,IQAC co-ordinator informed the submission of AQAR report on 27.08.2021 to NAAC for the Academic years 2017-2018,2018-2019and 2019-2020.Also he expressed his hearty thanks to Dr. K.R.Srinivasan Controller of Examination for his support rendered in the submission of AQAR.
6. The Principal requested the Staff members to upload the datas required for Re -assessment by NAAC at the earliest possible.

K.M.Poornima
Secretary

K.M.Poornima
Principal (i/c)and President



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF.N.H.SARAVANAN(i/c) - PRINCIPAL & PRESIDENT
Tmt. K.M. POORNIMA - SECRETARY
Dr. M.G.RAMPRASATH - JOINT SECRETARY
Tmt. K.T. VASANTHI - JOINT SECRETARY

12.11.2021

Date: ~~12.11.2021~~

STAFF COUNCIL MEETING - ATTENDANCE

AGENDA

1. Second Internal test
2. Last working day
3. Other matters, if any

K.M. Poornima
SECRETARY

Sripada
PRINCIPAL(i/c) & PRESIDENT

MEMBERS

S.No.	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila	M.R. Rashila	21	Dr. V.Ramamani	V.Ramamani
2	Dr. M.G.Ramprasath	M.G. Ramprasath			
3	Tmt. K.M. Kavitha				
4	Tmt. T.N.K. Kavitha	T.N.K. Kavitha	PHYSICS		
5	Tmt. G. Kalaivani		22	Dr. A.K. Balasubramanian	A.K. Balasubramanian
6	Thiru. K.V. Kannan	K.V. Kannan	23	Dr. M. Balaji	M. Balaji
7	Dr.M.P.Ganeshan				
9	Dr. S.M. Nandhini		CHEMISTRY		
10	Dr. K. Kavitha	K. Kavitha	24	Dr. V.Sathyendiran	V.Sathyendiran
TAMIL			25	Dr. N.P. Krishnan	N.P. Krishnan
11	Thiru. R.R. Kubendran	R.R. Kubendran	BOTANY		
11	Dr. K. Muthamilselvi	K. Muthamilselvi	26	Dr. M. Venkatesan	M. Venkatesan
HINDI			CORPORATE SECRETARYSHIP		
12	Dr. Rohini Pandian	Rohini Pandian	27	Dr.K.G.Nalina	K.G.Nalina
SANSKRIT			COMPUTER SCIENCE		
13	Dr. A. Gunaseelan	A. Gunaseelan	28	Dr. V.K. Vijayakumar	V.K. Vijayakumar
COMMERCE			29	Dr.T.D.Venkateshwaran	T.D.Venkateshwaran
14	Dr. J. Duraichamy	J. Duraichamy	30	Tmt.D.V.Jeyanthi	D.V.Jeyanthi
15	Dr. E.B. Ganeswaran	E.B. Ganeswaran	LIBRARY		
16	Dr. R.R. Vishnupriya	R.R. Vishnupriya	31	Thiru C.S. Vijayakumar	C.S. Vijayakumar
17	Dr. T.P. Ramprasad	T.P. Ramprasad	PHYSICAL EDUCATION		
18	Dr. P. Ponraj	P. Ponraj	32	Dr. S.R.V. Ravindran	S.R.V. Ravindran
BUSINESS ADMINISTRATION			OFFICE		
19	Dr. M.S. Balaji	M.S. Balaji	33	Tmt. K.T. Vasanthi	K.T. Vasanthi
ECONOMICS			34	Thiru. T.M. Sathishbabu	T.M. Sathishbabu
20	Lt. Dr. K.R. Srinivasan				
21					



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF.N.H.SARAVANAN	-	PRINCIPAL(i/c) & PRESIDENT
Tmt. K.M.POORNIMA	-	SECRETARY
Dr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES **Date: 12.11.2021**

1. The Staff members are requested to enter the **First internal marks** in the marks register.
2. It is decided to conduct the **II Internal test** (off line) for **UG** and **III internal test** (off line) for **PG** students on **29th Nov. ,30th Nov. and 1st Dec. 2021**. **II Internal test for PG** students starts from **15th Nov. 2021**.
3. Last date for the submission of **II internal test question paper** is **20.11.2021**.
4. Last working day for this odd semester is **10.12.2021**.
5. The summative exams begins from **December 9th** for **UG** students and **December 14th 2021** for **PG** students.
6. **External practical examination** can be conducted for science departments from **70th working day to 80th working day**. **Date for Project and VIVA** is **3rd Jan. 2021**.
7. **Internal test marks** to be finalized on or before **89th working day**.
8. **Reopening date** for the even semester is **3.01.2022** and decided to work on alternate Saturdays.
9. **Dr. T.D.Venkateshwaran**, IQAC co-ordinator requested
 1. to send the invitation of the programs we conduct to those colleges where we have **MOD** and **LOC**.
 2. to give the Placement and Higher education details of the students for the year 2020-2021.
 3. to start the Value added course immediately for the departments not yet started.
 4. to submit the Lesson Plan for the academic year 2020 -2021 and 2021-2022(soft copy).
10. **Physical Education department and IQAC** jointly conduct the **Stress Management class** on 20.11.2021. Teaching and Non Teaching Staff members are requested to attend the class.
11. **Dr. V.K.Vijayakumar**, NAAC co-ordinator requested the co-ordinators of Placement cell and Carrier Guidance cell and the Heads of all the Departments to render their co-operation in conducting Placement training course.
12. **Prof.T.N.K. Kavitha** , Dean requested to submit the OBE structure for II Year syllabus (UG & PG) on or before 15th Nov 2021 and thanked the departments already submitted. Also Dean requested to send the list of subject experts and Alumni details for BOS meeting.
13. **Dr. M.Venkatesan**, ECO club convenor is conducting the Inaugural function on 16 .11.2021. All are requested to attend.

K.M. Poornima

Secretary

Prof. N.H. Saravanan

Principal (i/c) and President



SOURASHITRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF.N.H.SARAVANAN(i/c)	-	PRINCIPAL & PRESIDENT
Tmt. K.M. POORNIMA	-	SECRETARY
Dr. M.G.RAMPERSATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING - ATTENDANCE

Date: 29.11.2021

AGENDA

1. Second Internal test for UG and Third internal for PG
2. Model exam for UG and PG
3. Last working day
4. Other matters if any

K.M. Poornima
SECRETARY

M.H. Saravanan
PRINCIPAL(i/c) & PRESIDENT

MEMBERS		MEMBERS			
S.No.	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila	<i>M.R. Rashila</i>	21	Dr. V.Ramamani	<i>V.Ramamani</i>
2	Dr. M.G.Ramprasath				
3	Tmt. K.M. Kavitha	<i>K.M. Kavitha</i>			
4	Tmt. T.N.K. Kavitha	<i>T.N.K. Kavitha</i>	PHYSICS		
5	Tmt. G. Kalaivani	<i>G. Kalaivani</i>	22	Dr. A.K. Balasubramanian	<i>A.K. Balasubramanian</i>
6	Thiru. K.V. Kannan	<i>K.V. Kannan</i>	23	Dr. M. Balaji	<i>M. Balaji</i>
7	Dr. M.P. Ganesan	<i>M.P. Ganesan</i>			
9	Dr. S.M. Nandhini	<i>S.M. Nandhini</i>			
10	Dr. K. Kavitha	<i>K. Kavitha</i>	CHEMISTRY		
TAMIL			24	Dr. V.Sathiyendiran	<i>V.Sathiyendiran</i>
11	Thiru. R.R. Kubendran	<i>R.R. Kubendran</i>	25	Dr. N.P. Krishnan	<i>N.P. Krishnan</i>
11	Dr. K. Muthamilselvi	<i>K. Muthamilselvi</i>			
HINDI			BOTANY		
12	Dr. Rohini Pandian	<i>Rohini Pandian</i>	26	Dr. M. Venkatesan	<i>M. Venkatesan</i>
SANSKRIT			CORPORATE SECRETARYSHIP		
13	Dr. A. Gunaseelan	<i>A. Gunaseelan</i>	27	Dr. K.G. Nalina	<i>K.G. Nalina</i>
COMMERCE			COMPUTER SCIENCE		
14	Dr. J. Duraichamy	<i>J. Duraichamy</i>	28	Dr. V.K. Vijayakumar	<i>V.K. Vijayakumar</i>
15	Dr. E.B. Gnanaswaran	<i>E.B. Gnanaswaran</i>	29	Dr. T.D. Venkateshwaran	<i>T.D. Venkateshwaran</i>
16	Dr. R.R. Vishnupriya	<i>R.R. Vishnupriya</i>	30	Tmt. D.V. Jeyanthi	<i>D.V. Jeyanthi</i>
17	Dr. T.T. Karthick	<i>T.T. Karthick</i>	LIBRARY		
18	Dr. P. Ponraj	<i>P. Ponraj</i>	31	Thiru. C.S. Vijayakumar	
BUSINESS ADMINISTRATION			PHYSICAL EDUCATION		
19	Dr. M.S. Balaji	<i>M.S. Balaji</i>	32	Dr. S.R.V. Ravindran	<i>S.R.V. Ravindran</i>
ECONOMICS			OFFICE		
20	Lt. Dr. K.R. Srinivasan	<i>K.R. Srinivasan</i>	33	Tmt. K.T. Vasanthi	<i>K.T. Vasanthi</i>
			34	Thiru. T.M. Sathishbabu	



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF.N.H.SARAVANAN	-	PRINCIPAL(i/c) & PRESIDENT
Tmt .K.M.POORNIMA	-	SECRETARY
Dr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES Date: 29.11.2021

1. As per the G.O No.234 , off line classes are to be conducted for UG and PG students upto 20th Jan 2022. (including Saturdays).Off line classes starts from 1stDec 2021 both for UG and PG students.
2. It is decided to conduct the II internal test(UG) and III internal test(PG) on 16th,17th,18th Dec 2021 .
3. Model exams for both UG and PG students starts from 27thDec 2021. Marks :100;
Time : 3 hrs
4. Reopening date for the even semester will be two days after the completion of the summative exam.

K. M. Poornima

Secretary

N. H. Saravanan

Principal (i/c)and President



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Prof. N.H. SARAVANAN - PRINCIPAL(i/c) & PRESIDENT
Tmt. K.M. POORNIMA - SECRETARY
Dr. M.G.RAMPRASATH - JOINT SECRETARY
Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING - ATTENDANCE

Date: 13.01.2022

AGENDA

1. Deciding Last Working Day
2. Other matters, if any

K.M.Poornima

SECRETARY

N.H. Saravanan

PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila	<i>M.R. Rashila</i>	21	Dr. V. Ramamani	<i>V. Ramamani</i>
2	Dr. M.G.Ramprasath	<i>M.G. Ramprasath</i>			
3	Tmt. K.M. Kavitha	<i>K.M. Kavitha</i>			
4	Tmt. T.N.K. Kavitha		PHYSICS		
5	Tmt. G. Kalaivani	<i>G. Kalaivani</i>	22	Dr. A.K. Balasubramanian	<i>A.K. Balasubramanian</i>
6	Thiru. K.V. Kannan	<i>K.V. Kannan</i>	23	Dr. M. Balaji	<i>M. Balaji</i>
7	Dr. M.P. Ganesan	<i>M.P. Ganesan</i>			
8	Dr. S.M. Nandhini	<i>S.M. Nandhini</i>			
9	Dr. K. Kavitha	<i>K. Kavitha</i>	CHEMISTRY		
TAMIL			24	Dr.V. Sathiyendiran	<i>V. Sathiyendiran</i>
10	Thiru. R.R. Kubendran	<i>R.R. Kubendran</i>	25	Dr. N.P. Krishnan	<i>N.P. Krishnan</i>
11	Dr. K. Muthamilselvi				
HINDI			BOTANY		
12	Dr. Rohini Pandian	<i>Rohini Pandian</i>	26	Dr. M. Venkatesan	<i>M. Venkatesan</i>
SANSKRIT			CORPORATE SECRETARYSHIP		
13	Dr. A. Gunaseelan	<i>A. Gunaseelan</i>	27	Dr. K.G. Nalina	<i>K.G. Nalina</i>
COMMERCE			COMPUTER SCIENCE		
			28	Dr. V.K. Vijayakumar	<i>V.K. Vijayakumar</i>
14	Dr. J. Duraichamy	<i>J. Duraichamy</i>	29	Dr. T.D. Venkateswaran	<i>T.D. Venkateswaran</i>
15	Dr. E.B. Gnanaswaran	<i>E.B. Gnanaswaran</i>	30	Tmt. D.V. Jeyanthi	<i>D.V. Jeyanthi</i>
16	Dr. R.R. Vishnupriya	<i>R.R. Vishnupriya</i>			
17	Dr. T.P. Ramprasad	<i>T.P. Ramprasad</i>	LIBRARY		
18	Dr. P. Ponraj	<i>P. Ponraj</i>	31	Thiru-C.S. Vijayakumar	<i>C.S. Vijayakumar</i>
BUSINESS ADMINISTRATION			PHYSICAL EDUCATION		
19	Dr. M.S. Balaji	<i>M.S. Balaji</i>	32	Dr. S.R.V. Ravindran	<i>S.R.V. Ravindran</i>
ECONOMICS			OFFICE		
20	Lt. Dr. K.R. Srinivasan	<i>K.R. Srinivasan</i>	33	Tmt. K.T. Vasanthi	<i>K.T. Vasanthi</i>
			34	Thiru. T.M. Sathishbabu	<i>T.M. Sathishbabu</i>



13.01.2022

STAFF COUNCIL MEETING

MINUTES

1. Last working day for this odd semester is 20.01.2022. Re-opening date for the even semester depend on the G.O.
2. The Staff members are requested to finalise the internal marks and WhatsApp the Model test marks to the students.
3. Dr. T.D. Venkateswaran, IQAC Co-ordinator reported the submission of AQAR report for the year 2021-2022. Also, he requested all the Heads of the Department to insist the students to fill the Google form regarding higher studies and their placements.
4. Prof. D.V. Jeyanthi, Placement Officer thanked the team members for successfully conducting the placements by two companies.
24 students placed in - NEEYAMO
19 students placed in - Jeyashree Speen Bond.
Principal congratulated the team members.
5. Principal requested all the Head to apply for National Webinar and International Webinar on or before 25th January
6. NAAC Co-ordinators, Dr. V.K.Vijayakumar requested all the Head and Staff members to Co-oprate for the submission of SSR. Also, he suggested to encourage to students to register NPTEL course. NPTEL course is open for staffs and students. He also requested to strengthen the carrier guidance cell.

K.M. Podu

SECRETARY

Prof. N.H. SARAVANAN
PRINCIPAL(i/c)



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF.N.H.SARAVANAN(i/c)	-	PRINCIPAL & PRESIDENT
Tmt. K.M. POORNIMA	-	SECRETARY
Dr. M.G.RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 22.03.2022

The Staff Council Meeting is scheduled to be held on 25.03.2022 FRIDAY in Hall No.9, at 3.30 pm.

All members are requested to attend the meeting.

AGENDA

1. FIRST Internal test for UG and PG
2. Other matters if any

K.M. Poornima

SECRETARY

K.T. Vasanthi

PRINCIPAL(i/c) & PRESIDENT

MEMBERS

S.No.	Name	Signature	S.No	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila		21	Dr. V.Ramamani	
2	Dr. M.G.Ramprasath				
3	Tmt. K.M. Kavitha				
4	Tmt. T.N.K. Kavitha		PHYSICS		
5	Tmt. G. Kalaivani		22	Dr. A.K. Balasubramanian	
6	Thiru. K.V. Kannan		23	Dr. M. Balaji	
7	Dr.M.P.Ganeshan				
9	Dr. S.M. Nandhini				
10	Dr. K. Kavitha		CHEMISTRY		
TAMIL			24	Dr. V.Sathiyendiran	
			25	Dr. N.P. Krishnan	
11	Thiru. R.R. Kubendran				
11	Dr. K. Muthamilselvi				
HINDI			BOTANY		
12	Dr. Rohini Pandian		26	Dr. M. Venkatesan	
SANSKRIT			CORPORATE SECRETARYSHIP		
13	Dr. A. Gunaseelan		27	Dr.K.G.Nalina	
COMMERCE			COMPUTER SCIENCE		
			28	Dr. V.K. Vijayakumar	
14	Dr. J. Duraichamy		29	Dr.T.D.Venkateshwaran	
15	Dr. E.B. Gnaneswaran		30	Tmt.D.V.Jeyanthi	
16	Dr. R.R. Vishnupriya		LIBRARY		
17	Dr. T.T.Karthick		31	Thiru Dr. C.S. Vijayakumar	
18	Dr. P. Ponraj				
BUSINESS ADMINISTRATION			PHYSICAL EDUCATION		
19	Dr. M.S. Balaji		32	Dr. S.R.V. Ravindran	
ECONOMICS			OFFICE		
20	Lt. Dr. K.R. Srinivasan		33	Tmt. K.T. Vasanthi	
			34	Thiru. T.M. Sathishbabu	



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

PROF.N.H.SARAVANAN(i/c)	-	PRINCIPAL & PRESIDENT
Tmt. K.M. POORNIMA	-	SECRETARY
Dr. M.G.RAMPERSATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING -Attendance

Date: 25.03.2022

AGENDA

- 1.1 Internal Test
2. Other matters, if any

SECRETARY

PRINCIPAL(i/c) & PRESIDENT

MEMBERS

S.No.	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila	H.R. Rashila	22	Dr. V.Ramamani	V.Ramamani
2	Dr. M.G.Ramprasath	Dr. M.G.Ramprasath			
3	Tmt. K.M. Kavitha	K.M. Kavitha	PHYSICS		
4	Tmt. T.N.K. Kavitha	T.N.K. Kavitha	23	Dr. A.K. Balasubramanian	A.K. Balasubramanian
5	Tmt. G. Kalaivani		24	Dr. M. Balaji	M. Balaji
6	Thiru. K.V. Kannan	K.V. Kannan			
7	Dr. S. Bhuvaneswari	S. Bhuvaneswari	CHEMISTRY		
8	Dr. S.M. Nandhini	S.M. Nandhini	25	Dr. V.Sathiyendiran	V.Sathiyendiran
9	Dr. K. Kavitha	K. Kavitha	26	Dr. N.P. Krishnan	N.P. Krishnan
TAMIL			BOTANY		
10	Thiru. R.R. Kubendran	R.R. Kubendran	27	Dr. M. Venkatesan	M. Venkatesan
11	Dr. K. Muthamilselvi	K. Muthamilselvi	CORPORATE SECRETARYSHIP		
HINDI			28	Dr. K.G.Nalina	K.G.Nalina
12	Dr. Rohini Pandian	Rohini Pandian	COMPUTER SCIENCE		
SANSKRIT			29	Dr. V.K. Vijayakumar	V.K. Vijayakumar
13	Dr. A. Gunaseelan	A. Gunaseelan	30	Dr.T.D.Venkateshwaran	T.D.Venkateshwaran
COMMERCE			31	Tmt.D.V.Jeyanthi	D.V.Jeyanthi
14	Dr. J. Duraichamy	J. Duraichamy	LIBRARY		
15	Dr. E.B. Gnaneswaran	E.B. Gnaneswaran	31	Dr. C.S. Vijayakumar	C.S. Vijayakumar
16	Dr. R.R. Vishnupriya	R.R. Vishnupriya			
17	Dr. T.T.Karthik	T.T.Karthik			
18	Dr. P. Ponraj	P. Ponraj			

32 K.V. / T.K. T.P. Kummary
33 T.M.S. - T.M.S. Sathya
34. KR. SRINIVASAN - Srinivasan



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Prof. N.H. SARAVANAN	-	PRINCIPAL(i/c) & PRESIDENT
Tmt. K.M. POORNIMA	-	SECRETARY
Dr. M.G. RAMPRASATH	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

Date: 25.03.2022

STAFF COUNCIL MEETING – MINUTES

1. It is decided to conduct the I internal test for all the UG and PG students on 11th, 12th and 13th of April 2022.
2. English, Mathematics, and Corporate Secretaryship departments are requested to conduct the first paper on 9th April, 2022 between 11.00 a.m. and 12.00 p.m.
3. Last date to give question paper to the test committee is on or before 1st April, 2022.
4. 22nd April, 2022 is the last date to value the first internal test scripts.
5. The Principal requested to round off the internal marks only in total.
6. 9th April and 30th April, 2022 Saturday are working days.
7. The Academic Council Meeting is to be held on 5th April, 2022 at MBA Department at 2.30 p.m.
8. The IQAC Coordinator requested the concerned Criteria Heads to verify AQAR data.
9. The Placement Cell Coordinator requested the Heads to send their Final Year students to Computer Lab to create Login in NSE on 30th & 31st March, 2022. Students are requested to bring their Aadhar Card.
10. Career Guidance Cell Coordinator requested to give the name list of Final Year students Min 5 and Max. 10 students for soft skill training classes on or before 29th March, 2022.
11. From May, 2022 onwards all Saturdays are holidays.


Secretary


Principal and President

SOURASHTRA COLLEGE (AUTONOMOUS) MADURAI -625 004



STAFF COUNCIL

Prof. N.H.SARAVANAN(i/c)	PRINCIPAL(i/c) & PRESIDENT
Tmt. K.M.POORNIMA	SECRETARY
Dr. M.G. RAMPRASATHI	JOINT SECRETARY
Tmt. K.T.VASANTHI	JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 29.04.2022

The Staff Council meeting is scheduled to be held on 04.05.2022, Wednesday in Hall No. 9 at 3.30 pm. All the members are requested to attend the meeting.

AGENDA

1. First Internal Test Review
2. Second Internal Test for U.G. and P.G.
3. Last Working Day
4. Other matters if any

K. M. Poornima

SECRETARY

N. H. Saravanan

PRINCIPAL(i/c) & PRESIDENT

SOURASHITRA COLLEGE (AUTONOMOUS) MADURAI -625 004

STAFF COUNCIL



Prof. N.H.SARAVANAN(i/c) – PRINCIPAL(i/c) & PRESIDENT

Tmt. K.M.POORNIMA – SECRETARY

Dr. M.G. RAMPRASATH – JOINT SECRETARY

Tmt. K.T.VASANTHI – JOINT SECRETARY

STAFF COUNCIL MEETING ATTENDANCE Date: 04.05.2022

AGENDA

1. First Internal Test Review
2. Second Internal Test for U.G. and P.G.
- 3 .Last Working Day
4. Other matters if any

K. M. Poornima
SECRETARY

N.H. Saravanan
PRINCIPAL(i/c) & PRESIDENT

S.NO	NAME	SIGNATURE	S.N O	NAME	SIGNATURE
ENGLISH					
1	Dr.M.R.Rashila				
2	Dr.M.G.Ramprasath	<i>[Signature]</i>			
3	Tmt.K.M.Kavita	<i>K.M. Kavita</i>			
4	Tmt.T.N.K.Kavitha	<i>T.N.K. Kavitha</i>		MATHEMATICS	
5	Tmt.G.Kalaivani		20	Dr.V.Ramamani	<i>Ramamani</i>
6	Thiru.K.V.Kannan	<i>K.V. Kannan</i>		PHYSICS	
7	Dr.S.Bhuvaneswari		21	Dr.A.K.Balasubramanian	
8	Dr.S.M.Nandhini	<i>[Signature]</i>	22	Dr.M.Balaji	<i>[Signature]</i>
9	Dr.K.Kavitha			CHEMISTRY	
TAMIL					
10	Thiru.R.R.Kubendran	<i>[Signature]</i>	23	Dr.V.Sathiyendrian	<i>[Signature]</i>
11	Dr.K.Muthamilselvi	<i>[Signature]</i>	24	Dr.N.P.Krishnan	<i>[Signature]</i>
HINDI					
12	Dr.Rohini Pandian	<i>[Signature]</i>	25	Dr.M.Venkatesan	<i>[Signature]</i>
SANSKRIT					
13	Dr.A.Gunaseelan	<i>[Signature]</i>	26	Dr.K.G.Nalina	<i>[Signature]</i>
COMMERCE					
14	Dr.J.Duraichamy		27	Dr.V.K.Vijakumar	<i>[Signature]</i>
			28	Dr.T.D.Veenkateshwaran	<i>[Signature]</i>
			29	Tmt. D.V.Jeyanthi	<i>[Signature]</i>
ECONOMICS					
15	Dr.E.B.Gnaeswaran	<i>E.B. Gnaeswaran</i>			
16	Dr.R.R.Vishnupriya		30	Lt. Dr. K.R.Srinivasan	
17	Dr.T.T.Karthik	<i>[Signature]</i>		LIBRARY	
			31	Dr.C.S.Vijakumar	<i>C.S. Vijakumar</i>
PHYSICAL EDUCATION					
18	Dr.P.Ponraj	<i>P.P. Ponraj</i>	32	Dr.S.R.V.Ravindran	<i>[Signature]</i>
OFFICE					
BUSINESS ADMINISTRATION					
19	Dr. M.S.Balaji	<i>[Signature]</i>	33	Tmt. K.T.Vasanthi	
			34	Thiru. T.M.Sathishbabu	



STAFF COUNCIL

Prof. N.H.SARAVANAN(i/c) – PRINCIPAL(i/c) & PRESIDENT
Tmt. K.M.POORNIMA – SECRETARY
Dr. M.G. RAMPRASATH – JOINT SECRETARY
Tmt. K.T.VASANTHI – JOINT SECRETARY

STAFF COUNCIL MEETING MINUTES

Date: 05.05.2022

1. Last working day for this even semester is 22nd June 2022. It may be preponed if we get any instruction from RJDC regarding the advancement made in the date of summative examinations .
2. It is decided to conduct the III internal test for PG and II internal test for UG on 9th, 10th and 13th of June 2022. Departments having more than six papers can conduct the remaining paper on 14th June between 11a.m to 12 noon . Also PG departments can conduct the II internal test on or before 80th working day .
3. Last date for the submission of the question paper for internal test is 26th of May 2022 .
4. Last date for finalising the internal test marks is 20th June 2022 .
5. It is decided to conduct to the practical exams for the science departments from 27th May to 8th June 2022. Part Vand G.K. paper will be conducted on 20th and 21st June2022.
6. Principal requested the Heads of all the departments to send their attenders to collect the answer papers of the internal test the very next day itself . Also Principal requested to give the names of the irregular students and those who have taken leave five days continuously before 11th May 2022 .
7. College Magazine committee convenor Dr. Gunaseelan requested to send the reports of the department on or before April 9th 2022.
8. Additional responsibility meeting is to be held on 10th June 2022 at 2.30 pm in Silver Jubilee Hall. Volunteers are requested to give their willinges to the Principal on or before 10th June 2022 .
9. Prof. .R.R.Kubendran requested all the Staff members to insist their department students, the importance of wearing ID cards in the college campus and their dress code to improve discipline in the college.

K. M. Poornima
SECRETARY

N.H. Saravanan
PRINCIPAL(i/c) & PRESIDENT



SOURASHITRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Prof. N.H. SARAVANAN - PRINCIPAL(i/c) & PRESIDENT
Dr. M.G. RAMPRASATH - SECRETARY
Dr. M. Rajasekaran - JOINT SECRETARY
Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 16.08.2022

The Staff Council Meeting is scheduled to be held on 17.08.2022, Wednesday in Hall No.9, at 04:15 pm. All members are requested to attend the meeting.








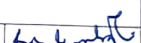



























AGENDA

1. Deciding First Internal Test Date
2. Other matters, if any


SECRETARY


PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila		21	Dr. V. Ramamani	
2	Tmt. K.M. Kavitha		22	Dr. S.K.Kanchana	
3	Tmt. T.N.K. Kavitha				
4	Tmt. G. Kalaivani				
5	Thiru. K.V. Kannan		23	Dr. A.K. Balasubramanian	
6	Dr. M.P. Ganesan		24	Tmt. K.M. Poornima	
7	Dr. S.M. Nandhini		25	Dr. M. Balaji	
8	Dr. K. Kavitha				
9	Prof. T.K. Sivakumar				
TAMIL			CHEMISTRY		
10	Thiru. R.R. Kubendran		26	Dr.V. Sathiyendiran	
11	Dr. K. Muthamilselvi		27	Dr. N.P. Krishnan	
HINDI			BOTANY		
12	Dr. Rohini Pandian		28	Dr. M. Venkatesan	
SANSKRIT			CORPORATE SECRETARYSHIP		
13	Dr. A. Gunaseelan		29	Dr. K.G. Nalina	
COMMERCE			COMPUTER SCIENCE		
14	Dr. J. Duraichamy		30	Dr. V.K. Vijayakumar	
15	Dr. E.B. Gnanaswaran		31	Dr. T.D. Venkateswaran	
16	Dr. R.R. Vishnupriya		32	Tmt. D.V. Jeyanthi	
17	Dr. Sithu Muralidharan Devi				
BUSINESS ADMINISTRATION			LIBRARY		
18	Dr. M.S. Balaji		33	Thiru C.S. Vijayakumar	
19	Dr. T.R. Jeevapriya				
ECONOMICS			PHYSICAL EDUCATION		
20	Lt. Dr. K.R. Srinivasan		34	Dr. S.R.V. Ravindran	
			35	Tmt. K.T. Vasanthi	
			36	Thiru. T.M. Sathishbabu	

Asst. Secy



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Prof. N.H. SARAVANAN - PRINCIPAL(i/c) & PRESIDENT
Dr. M.G. RAMPRASATH - SECRETARY
Dr. M. Rajasekaran - JOINT SECRETARY
Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 16.08.2022

The Staff Council Meeting is scheduled to be held on 17.08.2022, Wednesday in Hall No.9, at 04:15 pm. All members are requested to attend the meeting.



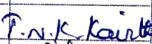
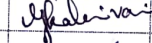


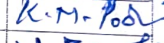















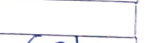



AGENDA

1. Deciding First Internal Test Date
2. Other matters, if any


SECRETARY


PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila		21	Dr. V. Ramamani	
2	Tmt. K.M. Kavitha		22	Dr. S.K.Kanchana	
3	Tmt. T.N.K. Kavitha				
4	Tmt. G. Kalaivani				
5	Thiru. K.V. Kannan		23	Dr. A.K. Balasubramanian	
6	Dr. M.P. Ganesan		24	Tmt. K.M. Poornima	
7	Dr. S.M. Nandhini		25	Dr. M. Balaji	
8	Dr. K. Kavitha				
9	T.K. SIVA Kumar				
TAMIL			CHEMISTRY		
10	Thiru. R.R. Kubendran		26	Dr.V. Sathiyendiran	
11	Dr. K. Muthamilselvi		27	Dr. N.P. Krishnan	
HINDI			BOTANY		
12	Dr. Rohini Pandian		28	Dr. M. Venkatesan	
SANSKRIT			CORPORATE SECRETARYSHIP		
13	Dr. A. Gunaseelan		29	Dr. K.G. Nalina	
COMMERCE			COMPUTER SCIENCE		
14	Dr. J. Duraichamy		30	Dr. V.K. Vijayakumar	
15	Dr. E.B. Gneswaran		31	Dr. T.D. Venkateswaran	
16	Dr. R.R. Vishnupriya		32	Tmt. D.V. Jeyanthi	
17	Dr. Sithu Muralidharan Devi				
BUSINESS ADMINISTRATION			LIBRARY		
18	Dr. M.S. Balaji		33	Thiru C.S. Vijayakumar	
19	Dr. T.R. Jeevapriya		PHYSICAL EDUCATION		
ECONOMICS			34	Dr. S.R.V. Ravindran	
20	Lt. Dr. K.R. Srinivasan		OFFICE		
			35	Tmt. K.T. Vasanthi	
			36	Thiru. T.M. Sathishbabu	

SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Prof. N.H. SARAVANAN	-	PRINCIPAL(i/c) & PRESIDENT
Dr. M.G. RAMPRASATH	-	SECRETARY
Dr. M. Rajasekaran	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

STAFF COUNCIL MEETING – MINUTES

Date: 22.08.2022

1. It is decided to conduct the I internal test for all the UG and PG students on 15th, 16th and 17th of September 2022.
2. English, Mathematics, and Corporate Secretaryship departments are requested to conduct the first paper on 14th September, 2022 between 2.00 p.m. and 3.00 p.m.
3. Last date to give question paper to the test committee (Commerce Department) is on or before 1st September, 2022.
4. It is decided to conduct the 2nd internal test for all the UG and 3rd test for PG students tentatively between 83rd and 85th working day.
5. It is finalized to conduct semester practical exam on 26th October to 3rd November 2022.
6. Test committee convener requested to give the subject code on or before 24th August 2022.
7. The IQAC Coordinator requested the give annual plan.
8. Dean requested to follow the K level pattern in the forthcoming Internal Test questions and to prepare PPTs for academic audit.


SECRETARY


PRINCIPAL AND PRESIDENT

STAFF COUNCIL MEETING

SCAAN II

14.11.22

Agenda.

To finalize the dates for

- 1) Entering the Internal Marks in foil cards
- 2) Last Working (Date) Day
- 3) Re-opening Day & Date
- 4) Soft Skill Exam Date.

Secretary
Members:

Principal & President

26) Dr. K.R. SRINIVASAN

1) Dr. N.P. KRISHNAN

2) Dr. M. Venkatesan

3) Dr. V. SATHYANARAYANAN

4) Dr. A.K. Balesubramanian

5) Dr. T.D. Vallateswaram

6) T.M. SATHISH BABU

7) K. V. KANAKAN

8) R.R. VISHWAPRIYA

9) K.M. Poornima

10) K.G. Nalina

11) M.R. RASHMIA

12) Dr. K. MUTHAMIL SELVI

13) T.N.K. KAVITHA

14) Dr. T.R. JEEVA PREYA

15) Dr. POHNI PARVATHI

16) Dr. V. Ramamani

17) D. V. JEEVANTHI

18) G. KALAVANI

19) E.B. GUNANESWARAN

20) S.R.V. RAJENDRAN

21) Dr. C.S. VIJAYAKUMAR

22) R.R. KUBENDRAN

23) V.K. VIJAYAKUMAR

24) Dr. M. BALAJI

25) Dr. J. DVYRATHAN

Srinivasan
Secretary
14/11/22

K. V. Kanakan

T.M. Sathish Babu

K. V. Kanakan

R.R. Vishwapriya

K.M. Poornima

K.G. Nalina

M.R. Rashmia

J. Muthamil Selvi

T.N.C. Kavitha

T.R. Jeeva Preya

Pohni Parvathi

V. Ramamani

D.V. Jeevanti

G. Kalvani

E.B. Gunaneshwaran

S.R.V. Rajendran

C.S. Vijayakumar

R.R. Kubendran

V.K. Vijayakumar

M. Balaji

J. Dvyrathan



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Prof. N.H. SARAVANAN - PRINCIPAL(i/c) & PRESIDENT
Dr. M.G. RAMPRASATH - SECRETARY
Dr. M. Rajasekaran - JOINT SECRETARY
Tmt. K.T. VASANTHI - JOINT SECRETARY

STAFF COUNCIL MEETING

Date: 26.12.2022

The Staff Council Meeting is scheduled to be held on 26.12.2022, Monday in Hall No.8A, at 03:00 pm. All members are requested to attend the meeting.







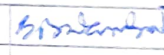



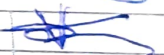








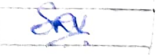


AGENDA

1. To fix cultural Events (TNG)
2. Other matters, if any


SECRETARY


PRINCIPAL & PRESIDENT

MEMBERS

S.No	Name	Signature	S.No.	Name	Signature
ENGLISH			MATHEMATICS		
1	Dr. M.R. Rashila		21	Dr. V. Ramamani	
2	Tmt. K.M. Kavitha		22	Dr. S.K.Kanchana	
3	Tmt. T.N.K. Kavitha				
4	Tmt. G. Kalaivani		PHYSICS		
5	Thiru. K.V. Kannan		23	Dr. A.K. Balasubramanian	
6	Dr. M.P. Ganesan		24	Tmt. K.M. Poornima	
7	Dr. S.M. Nandhini		25	Tmt. K. Subashini	
8	Dr. M. Sumithra		26	Dr. M. Balaji	
TAMIL			CHEMISTRY		
9	Thiru. R.R. Kubendran		27	Dr.V. Sathiyendiran	
10	Dr. K. Muthamilselvi		28	Dr. M Rajasekaran	
			29	Dr. N.P. Krishnan	
HINDI			BOTANY		
11	Dr. Rohini Pandian		30	Dr. M. Venkatesan	
SANSKRIT			CORPORATE SECRETARYSHIP		
12	Dr. A. Gunaseelan		31	Dr. K.G. Nalina	
COMMERCE			COMPUTER SCIENCE		
13	Dr. J. Duraichamy		32	Dr. V.K. Vijayakumar	
14	Dr. E.B. Gnaneswaran		33	Dr. T.D. Venkateswaran	
15	Dr. R.R. Vishnupriya		34	Tmt. D.V. Jeyanthi	
16	Dr. S.S. Suganthi		LIBRARY		
17	Dr. Sithu Muralidharan Devi		35	Thiru C.S. Vijayakumar	
BUSINESS ADMINISTRATION			PHYSICAL EDUCATION		
18	Dr. M.S. Balaji		36	Dr. S.R.V. Ravindran	
19	Dr. T.R. Jeevapriya		OFFICE		
20	^{Capt.} Lt. Dr. K.R. Srinivasan		37	Tmt. K.T. Vasanthi	
			38	Thiru. T.M. Sathishbabu	

STAFF COUNCIL MEETING

On account of JNG's Minutes.

26.12.22

- 1) It is discussed and decided to declare holidays ~~on~~ ^{from} 27th Dec 2022 to 30th Dec 2022 (Jamil nashin Govt. cultural Programme)
- 2) 21st Jan 2023, 28th Jan 2023, 11th Feb 2023 and 4th March 2023. The above mentioned Saturdays are Compensation Working Day.

Compensation

Dia

STAFF COUNCIL MEETING

Principal's Room. Time: 4.00 p.m. Agenda.

14.03.23

To finalize the date for

- 1) II Internal Test for UG and PG
- 2) III Internal Test for PG.
- 3) Practical Test Date
- 4) CGT and DGT Exams.
- 5) Summative Examinations
- 6) PTA Meet
- 7) Last Working Day
- 8) Reopening Day Tentatively.
- 9) other matters if any

[Signature]
Secretary.

[Signature]
Principal & President

Members Present.

1. Dr. M. Venkatesan
2. Dr. K.G. NALINA / BCS
3. Dr. K.R. SRINIVASAN
4. T.N.K. KAVITHA
5. Dr. ROHINI PANDIAN
6. G. KALAVANI
7. Dr. K.R. Lakshmi
8. Dr. M. Rajasekaran
9. Dr. V. SATISHYENDIRAN
10. Dr. T.R. JEEVA PRIYA
11. K. T. VASANTHI
12. T.M. SATHISH BAKU
13. Dr. J. DURAI ANNY
14. Dr. M. R. RASHIDA

[Signature] M. Venkatesan
[Signature] K.G. Nalina
[Signature] K.R. Srinivasan
[Signature] T.N.K. Kavitha
[Signature] Rohini Pandian
[Signature] Kalvani
[Signature] K.R. Lakshmi
[Signature] M. Rajasekaran
[Signature] V. Satishyendiran
[Signature] T.R. Jeeva Priya
[Signature] K.T. Vasanthi
[Signature] T.M. Sathish Baku
[Signature] J. Durai Anny
[Signature] M.R. Rashida

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- 17
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SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. S.R.V. RAVINDRAN	-	PRINCIPAL(i/c) & PRESIDENT
Dr. M.G. RAMPRASATH	-	SECRETARY
Dr. M. Rajasekaran	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

Date: 15.03.2023

STAFF COUNCIL MEETING – MINUTES

1. It is decided to conduct the II internal test for all the UG and the III internal test for PG students on 17th, 18th and 19th of April 2023.
2. English, Mathematics, and Corporate Secretaryship departments are requested to conduct the internal test for additional paper on 20th April, 2023.
3. It is decided to conduct the II internal test for all PG students on 30th, 31st March and 1st of April 2023.
4. Last date to give question paper to the test committee for II internal test for UG and III internal for PG (Commerce Department) is on or before 6th April, 2023.
5. It is decided to conduct the Lab Exam from 31st March to 13th April 2023. Last date to give the panel is 17th March 2023.
6. It is finalized to conduct CGT exam on 11th and 12th April 2023, and DGT exam on 11th, 12th and 13th April 2023.
7. It is decided to conduct the PTA meet for II year on 11th April 2023 and for I year 12th April afternoon. During the PTA meet the III-year class will be closed.
8. It is decided to conduct the Part V exam on 24th April and the GK exam on 25th April 2023.
9. The Summative exams will be commenced either on 29th April or 2nd May 2023.
10. It is decided to conduct Academic Council Meeting on 24th March at Noon.
11. The Controller of Examinations requested to send the filled foil card on or before 26th April 2023.
12. As the forth coming academic year is the most important period, The IQAC Coordinator requested to keep all the documents up to date.
13. The last working day will be on 27th April 2023 and the reopening day will be on 16th June 2023 tentatively.


SECRETARY


PRINCIPAL AND PRESIDENT



SOURASHTRA COLLEGE (AUTONOMOUS), MADURAI-625 004

STAFF COUNCIL

Dr. S.R.V. RAVINDRAN	-	PRINCIPAL & PRESIDENT
Dr. M.G. RAMPRASATH	-	SECRETARY
Dr. M. Rajasekaran	-	JOINT SECRETARY
Tmt. K.T. VASANTHI	-	JOINT SECRETARY

25.04.2023

CIRCULAR

Dear Professors,

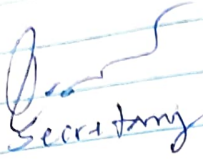
Additional responsibility meeting is scheduled to be held on 26.04.2023, Wednesday,
at 4.00 p.m. in Silver Jubilee Hall.

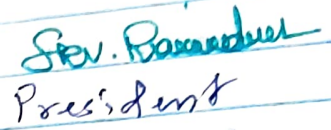

SECRETARY


PRINCIPAL AND PRESIDENT





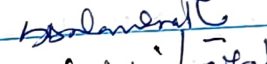
Additional Responsibility Meeting
 Venue: Silver Jubilee Hall
 Time: 4 p.m.

Date: 26.04.23


 Secretary


 President

- 1) Dr. K.R. SRINIVASAN
- 2) K.S. MAHALAKSHMI
- 3) K. SUBASHINI
- 4) K. Vasuki
- 5) A.K. Balasubramanian
- 6) C.S. VIJAYAKUMAR
- 7) T.D. Venkateswaran
- 8) M. Rajasekaran
- 9) M.K. Eswaran
- 10) E.B. BALABAMAN
- 11) K.N. GANESH BABU
- 12) N.R. Jeyaraj Kumar
- 13) Dr. M. VENKATESAN
- 14) Dr. N.P. KRISHNAN
- 15) Dr. V. SATHIYENDIRAN
- 16) Dr. M. BALAJI
- 17) Dr. T.S. MANTIKANDAN
- 18) Dr. S. LAKSHMANA MOORTHY
- 19) N.H. SARAVAYAN
- 20) Dr. S.K. Kanchana
- 21) E.B. GANANESWARAN
- 22) Dr. V.K. VIJAYAKUMAR
- 23) K.P. Gnanesh
- 24) Dr. K.G. Raja Sabarish
- 25) Dr. S. Athinarayanan
- 26) C.K. Sivakumar
- 27) Dr. V. Ramagnani
- 28) G.R. Shyamala

- 




 C.S. Vijayakumar 26/04/2023
