136 4D1, Amarayathi Villanc, Amarayathipudin (Po.) Kiraikudi 640 301 Ph: 03568 234240 (2614)

Lux 04565 234430 Mobile 24747 11325, 73737 11443 Luxal saccet2016a/gmail.com Website: www.rasjaraspin.crg

### **CIRCULAR**

DATE: 17.06.2017

### STAFF COUNSELLING MEETING

It is proposed to conduct the meeting for the current academic year 2017-2018 (odd semester) on 17.6.2017 at 2.00pm in seminar hall. The committee members are requested to attend the meeting

#### AGENDA:

- University statutes and ordinances
- > Appoints the secretary

Co-Ordinator

Sri Raaja Raajan College of Engg. & Teri Amaravathipudur, Karaikudi • 630 Su-Sivagangai Dist. Tamil Nadu

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Trust Office: No. 1, S.K.M. Building, T.T. Nagar I\* Street, Karaikudi - 630 001.

136 310, Amaravathi Village, Amaravathi pudin (Po.), Karaikudi 640 301, Ph : 04565 - 74230 | (26132)

Name of the Committee

: Staff Counselling Meeting

**Academic Year** 

:2017-2018

Meeting No

: 1

Date & Time

: 17.06.2017

Venue

: Seminar Hall

### Minutes of the meeting

The staff council meeting was held on 17.6.2017 in the afternoon with the following members

- 1. MRS.N.RAJESHWARI (IQACCoordinator)
- 2. DR.A.KUMARAVADIVEL (Principal)
- 3. DR.K.SRINIVASAN(Faculty)
- 4. MR.MAHALINGA SURESH (Faculty)
- 5. MRS.X.HYACINTH SUGANTHI(Faculty)
- 6. MR.PL.SUBRAMANIYAN(Faculty)
- 7. MR.P.PONVASAN(Faculty)
- 8. MR.RASHEED KHAN(Faculty)
- 9. MR.T.N.BALAJI(Faculty)



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140 4Bl. Amaravathi Village, Amaravathipudir (Po.). Karakodi 630 101 Ph 04868 234230 426142

04565 234430 Mobile . 71717 (1322, 73717 11331 1-mail sercei 2010 agmail.com Website: www.raujaraajan.org

### List of committee members participated

S.NO	NAME	SIGNATURE
1	MRS.N.RAJESHWARI (IQACCoordinator)	Peni
2	DR.A.KUMARAVADIVEL (Principal)	18
3	DR.K.SRINIVASAN(Faculty)	Invalen
4	MR.MAHALINGA SURESH (Faculty)	IMP
5	MRS.X.HYACINTH SUGANTHI(Faculty)	
6	MR.PL.SUBRAMANIYAN(Faculty)	Sah
7	MR.P.PONVASAN(Faculty)	maria
8	MR.RASHEED KHAN(Faculty)	Py
9	MR.T.N.BALAJI(Faculty)	7-NI B

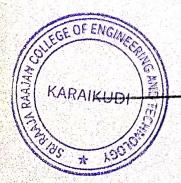
### THE MINUTES OF THE MEETING ARE AS FOLLOWS:

- 1. The staff counselling includes with each teaching staff, the librarian, and Director of Physical Education.
- 2. Subject to the guidelines of the Act, the statute's and the University's ordinances, the principal will serve as counselling incharge for decisions that the staff counseling is required to decide.
- 3. The principal will serve as the official staff counseling Head.
- 4. The counseling cell appoints the secretary for more than two successive terms, but the secretary may runfor reelection a second time.

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar Is Street, Karaikudi - 630 001.



146-413], Amarayathi Villago, Amarayathi pudur (Po.), Kutuwodo 639-304 Pn (01568 - 24220 - Vol.) Fax 04565 234430 Mobile 73737 11322, 73737 11334 F-mail street20) (augmail.com Website www.taajaraajan.org

### **CIRCULAR**

DATE: 16.10.2017

#### STAFF COUNSELLING MEETING

It is proposed to conduct the meeting for the current academic year 2017-2018 (odd semester) on 16.10.2017 at 2.00pm in seminar hall. The committee members are requested to attend the meeting

#### AGENDA:

- > Time Table
- Organizing extracurricular activities

Co-Ordinator

Principal CIPAL PRINCIPAL
Sri Raaja Raajan College of Engg. & Tech
Amaravathipudur, Karaikudi - 630 301
Sivagangai Dist. Tamil Nadu

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Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi - 630 001.

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Website www.ranjaranjan.org

Name of the Committee

: Staff Counselling Meeting

Academic Year

:2017-2018

Meeting No

: 2

Date & Time

: 16.10.2017 & 2.00 pm

Venue

: Seminar Hall

### Minutes of the meeting

The staff council meeting was held on the day of the workshop, at 2 pm with the following members.

- 1. MRS.N.RAJESHWARI (IQAC Co-Ordinator)
- 2. DR.A.KUMARAVADIVEL (Principal)
- 3. DR.K.SRINIVASAN (Faculty)
- 4. MR.MAHALINGA SURESH (Faculty)
- 5. MRS.X.HYACINTH SUGANTHI(Faculty)
- 6. MR.PL.SUBRAMANIYAN(Faculty)
- 7. MR.P.PONVASAN(Faculty)
- 8. MR.RASHEED KHAN(Faculty)
- 9. MR.T.N.BALAJI(Faculty)



Trust Office: No. 1, S.K.M. Building, T.T. Nagur I' Street, Karaikudi 630 001.



Approved by AIC II., New Dellin & Affiliated to Anna University)

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Karaikudi 630 301 Ph : 0.1565 234230 : 126132

04565 234430 Lax

Mobile . 73737 11322, 73737 11333 L-mail street2010/d/gmail.com

Website www.raajaraajan.org

### List of committee members participated

S.NO	NAME	SIGNATURE
1	MRS.N.RAJESHWARI (IQAC Co-Ordinator)	Kon
2	DR.A.KUMARAVADIVEL (Principal)	9
3	DR.K.SRINIVASAN(Faculty)	South
4	MR.MAHALINGA SURESH (Faculty)	(Jow)
5	MRS.X.HYACINTH SUGANTHI(Faculty)	81
6	MR.PL.SUBRAMANIYAN(Faculty)	8-h
7	MR.P.PONVASAN(Faculty)	Porson

#### MINUTES OF THE MEETING:

- 1. The staff counselling shall decide on the following issues, subject to the provisions of the Act, The statues, and the university's ordinance.
  - (i). Preparation of college time table
  - (ii). Allocation of extra curricular work to teachers without payment of remuneration.
  - (iii). Organized extracurricular activities such as student cultural activities, sports, games, national service plans, other community service programs, and academic societies.
  - (iv). The consultation with the department in charge. Establish guidance for obtaining library books and laboratory equipment and organizing admission of student.
- 2. Subject to the provisions of the art, the statutes and the ordinances of the university, the staff counselling shall make recommendations on the following matters.
  - i) Discussion on appointing new staff in the department and also for uplifting the department.
  - ii). Formulation of admission policy within the framework of the policy laid down by the university
  - (iii). Formulation of guide-lines regarding discipline of the students.
  - (iv) Formulation of policies for recommending staff details for participation in seminars and conferences and for financial assistances.

o-Ordinator

PRERINCIPAL Sri Raaja Raajan College of Engg & Tech Amaravathipudur Karaikudi 650 301 Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I Street, Karaikudi - 630 001



146 4131, Amarayathi Village; Amarayathi pudur (Po.). Karatkodi - 630 301 Ph.: 04868 - 234230 - 326132

### **CIRCULAR**

DATE: 16.10.2017

### STAFF COUNSELLING MEETING

It is proposed to conduct the meeting for the current academic year 2017-2018 (odd semester) on 12.2.2018 at 2.00pm in seminar hall. The committee members are requested to attend the meeting

#### **AGENDA:**

Committees appointed by the board

Co-Ordinator

Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I Street, Karaikudi - 630 001.

146 -4B1, Amanayathi Village, Amanayathipudur (Po.), Karaikudi - 630 301 Ph : 04868 - 234230 - 326132

Lax : 04868 - 234430 / Mobile : 73737 11322, 73747 11333 E-mail : street2010;@gmail.com

Website www.raajaraajan.org

Name of the Committee

: Staff Counselling Meeting

**Academic Year** 

:2017-2018

Meeting No

: 3

Date & Time

: 12.2.2018 & 2.00 pm

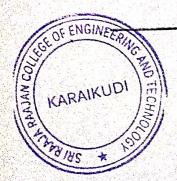
Venue

: Seminar Hall

### Minutes of the meeting

The staff council meeting was held on 12.02.2018, at 2pmwith the following members

- 1. MRS.N.RAJESHWARI (IQAC Co-Ordinator)
- 2. DR.A.KUMARAVADIVEL (Principal)
- 3. DR.K.SRINIVASAN(Faculty)
- 4. MR.MAHALINGA SURESH (Faculty)
- 5.MRS.X.HYACINTH SUGANTHI(Faculty)
- 6.MR.PL.SUBRAMANIYAN(Faculty)
- 7.MR.P.PONVASAN(Faculty)
- 8. MR.RASHEED KHAN(Faculty)
- 9. MR.T.N.BALAJI(Faculty)



Trust Office: No. 1, S.K.M. Building, T.T. Nagar I\* Street, Karaikudi - 630 001.



146 301. Amaray atta Village. Amarin athipudae (Po.). Kniaikudi 610 101 Ph : 04565 234210 126112 Mobile 73737 11322, 73737 11343 L-mail street2010/aymail.com Website www.raajaraajan.org

#### List of committee members participated

S.NO	NAME	SIGNATURE
1	MRS.N.RAJESHWARI (IQAC Co-Ordina	ator) Rugh
2	DR.A.KUMARAVADIVEL (Principal)	l &
3	DR.K.SRINIVASAN(Faculty)	Sups
4	MR.MAHALINGA SURESH (Faculty)	uf
5	MRS.X.HYACINTH SUGANTHI(Faculty	
6	MR.PL.SUBRAMANIYAN(Faculty)	Subin
7	MR.P.PONVASAN(Faculty)	Porse
8	MR. RASHEED KHAN	1 December 1
9	MR.T.N.BALAJI	T.W. Day

#### THE MINUTES OF THE MEETING:

- 1. The staff counselling operates through committees appointed by the board, ordinarily (i). One Should not be a member of more than two committees at the same time. (ii)One should not serve as a committee member for more than two consecutive terms
- 2. The principal has the right to be present and to speak at any meeting of any committee
  - (i) Each committee shall have a coordinator appointed by staff council who shall convene meeting & the minutes of the meeting.
  - (ii) The decisions of the committee are communicated to the next meeting of the staff counseling for approval, if necessary.
  - (iii). The principal shall obey with all decisions of staff counseling and also in emergency situation
  - (iv) it deems necessary and report it to the next staff meeting for confirm
- 3. Roles involved in conducting staff counseling meeting in accordance with the regulations promulgated on this subject.

KARAIKUD

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I Street, Karaikudi - 630 001.

146 4191, Amarayathi Village, Amarayathipudur (Po ), Karaikudi 630 301. Ph : 01568 234230 2326132 Lix 04865 234430

Mobile 73737 11322, 73737 11333

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Website www.majaraajan.org

### **CIRCULAR**

DATE: 15.07.2018

### STAFF COUNSELLING MEETING

It is proposed to conduct the meeting for the current academic year 2018-2019 (odd semester) on 15.7.2018 at 2.00pm in seminar hall. The committee members are requested to attend the meeting

#### AGENDA:

KARAIKUDI

➤ Discussion on the preparation of the activitation of IQAC for the year 2018-19 on (15.07.2018)

**Co-Ordinator** 

Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi - 630 001.

146 -4B1, Amarayathi Village, Amarayathipudur (Po.), Karaikudi - 630 301, Ph : 04868 - 234230 - 326132 Lax 04565 -234430 Mobile : 73737 11322, 73737 11333 E-mail : street2010/a/gmail.com Website www.raajaraajan.org

Name of the Committee : Staff Counselling Meeting

Academic Year : 2018-2019

Meeting No :1

Date & Time : 15.07.2018 & 2.00 pm

Venue : Seminar Hall

### Minutes of the meeting

The staff council meeting was held on the day of the workshop, at 2 pm in seminar Hall with the following members

1. MRS.N.RAJESHWARI (IQACCoordinator)

2.DR.A.KUMARAVADIVEL (Principal)

3.DR.K.SRINIVASAN(Faculty)

4. DR.K.SUNDARAM (Faculty)

5.MR.MAHALINGA SURESH (Faculty)

6.MRS.X.HYACINTH SUGANTHI(Faculty)

7.MR.PL.SUBRAMANIYAN(Faculty)

8.MR.P.PONVASAN(Faculty)

9.MR.RASHEED KHAN(Faculty)

10.MR.T.N.BALAJI(Faculty)

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Mobile 73717 11322, 71717 16343 I mail smert2010 argmail com Website www.raajaraajan.erg

### List of committee members participated

S.NO	NAME	SIGNATURE
1.	MRS.N.RAJESHWARI (IQAC Coordinator)	Rani
2.	DR.A.KUMARAVADIVEL (Principal)	
3.	DR.K.SRINIVASAN(Faculty)	Emyal-
4.	DR.K.SUNDARAM (Faculty)	Small
5.	MR.MAHALINGA SURESH (Faculty)	W
6.	MRS.X.HYACINTH SUGANTHI(Faculty)	84
7.	MR.PL.SUBRAMANIYAN(Faculty)	Subre
8.	MR.P.PONVASAN(Faculty)	Port
9.	MR.RASHEED KHAN(Faculty)	Replied
10.	MR.T.N.BALAJI(Faculty)	1 NB

#### THE MINUTES OF THE MEETING:

- 1. The subject of academic performance, activities, research and development, infrastructure, testing, and result analysis for the academic year 2018-19 were discussed by the IQAC Coordinatorand a departmental evaluation was conducted.
- 2. Faculty members were assigned to complete the works in IQAC which they successfully submitted on (23.07.2018)
- 3. Faculty members were also given the responsibility of maintaining college records up to date and submitting data relating to seven criterio in both hardcopy and electronic from until (23.07.2018)

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KARAIKUDI

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(46–4B), Amarayathi Village, Amarayathipudur (Po.), Karaikudi = 640/304

Ph : 04565 = 234230 / 326132

Fax - 04565 - 234430

Mobile: 73717 11322, 73737 11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

### **CIRCULAR**

DATE: 22.10.2018

### STAFF COUNSELLING MEETING

It is proposed to conduct the meeting for the current academic year 2018-2019 (odd semester) on 22.10.2018 at 2.00pm in seminar hall. The committee members are requested to attend the meeting

#### AGENDA:

- Declaring Rules and Regulations
- Organizing extracurricular activities

Co-ordinator

Principal

PRINCIPAL Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu



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146 - 410, Amarayathi Vallage, Amarayathi pudur (Po.), Karatkudi - 630 301 Ph.: 04568 - 234230 - 326132 Lax . 04865 -234430 Mobile 74747 11322, 73747 11333 E-mail street2010/mgmail.com Website www.raajaraajan.org

Name of the Committee

: Staff Counselling Meeting

**Academic Year** 

: 2018-2019

Meeting No

: 2

Date & Time

: 22.10.2018 & 2.00 pm

Venue

: Seminar Hall

### Minutes of the meeting

The staff council meeting was held on 22.10.2018at 2pm in seminar hall with the following members.

- 1. MRS.N.RAJESHWARI (IQAC Co-ordinator)
- 2.DR.A.KUMARAVADIVEL (Principal)
- 3. DR.K.SRINIVASAN(Faculty)
- 4. DR.K.SUNDARAM (Faculty)
- 5.MR.MAHALINGA SURESH (Faculty)
- 6.MRS.X.HYACINTH SUGANTHI(Faculty)
- 7.MR.PL.SUBRAMANIYAN(Faculty)
- 8.MR.P.PONVASAN(Faculty)
- 9.MR.RASHEED KHAN(Faculty)
- 10.MR.T.N.BALAJI(Faculty)

KARAIKUDI KARAIK

Trust Office: No. 1, S.K.M. Building, T.T. Nagar Is Street, Karaikudi - 630 001.



(Approved by MCH, New Delby & Affiliated to Anna University)

146 4B1, Amarayathi Village. Amarayathiondur (Po.) Karaikodi - 630 301 Ph : 04565 - 234230 326132

Mobile: 73737 11322, 73737 11333 E-mail srreet2010/agmail.com Website www.raajaraajan.org

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### List of committee members participated

S.NO	NAME	SIGNATURE
1	MRS.N.RAJESHWARI (IQAC Co-Ordinator)	Runi
2	DR.A.KUMARAVADIVEL (Principal)	8
3	DR.K.SRINIVASAN(Faculty)	Somer
4	DR.K.SUNDARAM (Faculty)	Rugh
5	MR.MAHALINGA SURESH (Faculty)	2.1
6	MRS.X.HYACINTH SUGANTHI(Faculty)	134
7	MR.PL.SUBRAMANIYAN(Faculty)	Labore
8	MR.P.PONVASAN(Faculty)	Lange
9	MR.RASHEED KHAN(Faculty)	DAY.
10	MR.T.N.BALAJI(Faculty)	T.N.P.

#### THE MINUTES OF THE MEETING:

- 1. The staff counselling operates through committees appointed by the board, ordinarily
  - (i). No one should be a member of more than two committees at the same time.
  - (ii) No one should serve as a committee member for more than two consecutive terms.
- 2. The principal has the right to be present and to speak at any meeting of any committee
  - (i) Each committee shall have a coordinator appointed by the staff counseling who shall convene committee meeting, and the minutes of the meeting shall council, who shall convene committee meeting, and the minutes of the meeting shall be prepared and maintained by this person
  - (ii) The decisions of the committee are communicated to the next meeting of the staff counseling for approval, if necessary.
- 3. Roles involved in conducting staff counseling meeting in accordance with the regulationspromulgated on this subject.

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301

Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar Is Street, Karaikudi - 630 001.



(Approved by ARTH, New Della & Affiliated to Anna University)

146 JB1, Amaravathi Village, Amaravathipudur (Po.). Karaikudi 630 301 Ph : 04565 234230 426132

: 04565 234430 Mobile: 73737-11322, 73737-11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

### CIRCULAR

DATE: 11.02.2019

# STAFF COUNSELLING MEETING

It is proposed to conduct the meeting for the current academic year 2018-2019 (even semester) on 11.02.2019 at 2.00pm in seminar hall. The committee members are requested to attend the meeting

#### AGENDA:

- > Time table
- Organizing extracurricular activities

PRINCIPAL Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu



Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi - 630 001.



(Approved by ARCIL, New Delhi & Affikated to Anna University)

146 4B1, Amaravathi Village, Amaravathipudar (Pa.), Karaikudi 630 301 Ph : 04565 234230 326132

01565 234430 Mobile: 73737 11322, 73737 11333 L-mail : srrcet2010@gmail.com Website: www.raajaraajan.org

Name of the Committee

: Staff Counselling Meeting

**Academic Year** 

: 2018-2019

Meeting No

: 3

Date & Time

: 11.02.2019 & 2.00 pm

Venue

: Seminar Hall

# Minutes of the meeting

The staff council meeting was held on 11.02.2019 at 2 p.m in the seminar hall with following members.

1. MRS.N.RAJESHWARI (IQAC Co-Ordinator)

2.DR.A.KUMARAVADIVEL (Principal)

3.DR.K.SRINIVASAN(Faculty)

4. DR.K.SUNDARAM (Faculty)

5.MR.MAHALINGA SURESH (Faculty)

6.MRS.X.HYACINTH SUGANTHI(Faculty)

7.MR.PL.SUBRAMANIYAN(Faculty)

8.MR.P.PONVASAN(Faculty)

9.MR.RASHEED KHAN(Faculty)

10.MR.T.N.BALAJI(Faculty)

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi - 630 001.



# SRI RAAJA RAAJAN

# **COLLEGE OF ENGINEERING AND TECHNOLOGY**

(Approved by AfCIL, New Della & Affiliated to Anna University)

146 4B1, Amaravathi Village, Amaravathipudur (Po.), Karaikodi = 630 301 Ph : 04865 = 234530 = 126132 Fax 04565 234430 Mobile , 73737 11322, 73737 11333 E-mail : srreet2010/a/gmail.com Website www.raajaraajan org

### List of committee members participated

S.NO	NAME	SIGNATURE
1	MRS.N.RAJESHWARI (IQAC Co-Ordinator)	Roji
2	DR.A.KUMARAVADIVEL (Principal)	2-8
3	DR.K.SRINIVASAN(Faculty)	Invas
4	DR.K.SUNDARAM (Faculty)	Sydn
5	MR.MAHALINGA SURESH (Faculty)	July
6	MRS.X.HYACINTH SUGANTHI(Faculty)	SA
7	MR.PL.SUBRAMANIYAN(Faculty)	Subm
8	MR.P.PONVASAN(Faculty)	Donnah
9	MR.RASHEED KHAN(Faculty)	The state of the s
10	MR.T.N.BALAJI(Faculty)	1. No B

### THE MINUTES OF THE MEETING ARE AS FOLLOWS:

- 1 The staff counselling shall decide on the following issues, subject to the provisions of the Act, The statues, and the university's ordinance.
  - (i) Preparation of college time table
  - (ii) Allocation of extra curricular work to teachers without payment of remuneration.
  - (iii) Organizing extracurricular activities such as student cultural activities, sports, games, national service plans, other community service programs, and academic societies.
  - (iv) The head of the department shall give the guidance for obtaining library books and laboratory equipment. Organizing admission of student.
- 2 Subject to the provisions of the art, the statutes and the ordinances of the university, the staff counseling shall make recommendations ordinances of the following matters.
  - (i) Discussion on appointing new staff in the department and also for uplifting the department.
  - (ii) Formulation of admission policy within the framework of the policy laid down by the university.
  - (iii) Formulation of guidelines regarding discipline of the students.
  - (iv) Formulation of policies for recommending staff details for participation in seminars and conferences and for financial assistances.

Co-Ordinator

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech

Amaravathipudur, Karaikudi - 630 301

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I Street, Kinakanga Pist Tamil Nadu

Ph: 04565 - 234230, Mobile: 73737 11331, 73737 11338

KARAIKUDI ECH

146 (4B1), Amarayathi Village, Amarayathi pudur (Po.), Karankudi 630 301 Ph.: 04568 - 234230 (126132)

 Lax
 04565
 234430

 Mobile
 73737 11322, 73737 11333

 L-mail
 street2010-ægmail.com

 Website
 www.raajaraajan.org

### **CIRCULAR**

DATE: 08.07.2019

# STAFF COUNSELLING MEETING

It is proposed to conduct the meeting for the current academic year 2019-2020 (even semester) on 08.07.2019 at 2.00pm in seminar hall. The committee members are requested to attend the meeting

#### **AGENDA:**

KARAIKUDI

- University statutes and ordinance
- > Appoints the secretary

Co-Ordinator

Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar Is Street, Karaikudi - 630 001.



146 -411, Amaravathi Village, Amaravathipudur (Po.), Karaikudi - 630 301 Ph - p1568 - 231230 - Po132 Las - 04565 - 234430 Mobile - 74737 11322, 73737 11333 L-mail - street2010@gmail.com Website www.raijaraajan.org

Name of the Committee

: Staff Counselling Meeting

**Academic Year** 

:2019-2020

Meeting No

:1

Date & Time

: 11.02.2019 & 2.00 pm

Venue

: Seminar Hall

## Minutes of the meeting

The staff council meeting was held on 11.02.2019 at 2 pm in seminar hall with the following members

1. MRS.N.RAJESHWARI (IQAC Co-Ordinator)

2.DR.AL.MAYILVAHANAN (Principal)

3.MR.MAHALINGA SURESH (Faculty)

4.DR..X.HYACINTH SUGANTHI(Faculty)

5.MR.PL.SUBRAMANIYAN(Faculty)

6.MR.P.PONVASAN(Faculty)

7.MR.RASHEED KHAN(Faculty)

8.MR.T.N.BALAJI(Faculty)

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Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi - 630 001.



146°481, Amaravathi Village, Amaravathi pudur (Po.). Karaikudi = 630°301. Ph : 01565 = 234230 - 376132

Fax 04565 234430 Mobile 73737 11322, 73737 11333 F-mail street2010@gmail.com Website www.ranjaranjan.org

### List of committee members participated

S.NO	NAME	SIGNATURE
1	MRS.N.RAJESHWARI (IQAC Co-	0 1
	Ordinator)	Kon
2	DR.AL.MAYILVAHANAN (Principal)	ma
3	MR.MAHALINGA SURESH (Faculty)	m
4	DRX.HYACINTH SUGANTHI(Faculty)	84
5	MR.PL.SUBRAMANIYAN(Faculty)	8-2-
6	MR.P.PONVASAN(Faculty)	Pomy
7	MR.RASHEED KHAN(Faculty)	- Dy
8	MR.T.N.BALAJI(Faculty)	T.N. By

#### THE MINUTES OF THE MEETING ARE AS FOLLOWS:

- 1. The staff counselling includes with each teaching staff, the librarian, and the director of physical education.
- 2. Subject to the guidelines of the Act, the statute's and the University's ordinances, the principal will serve as Principal-in-counselling for decisions that the staff counselling is required to decide.
- 3. The principal will serve as the official staff counselling Head.
- 4. The counselling appoints the secretary for more than two successive terms, but the secretary may runfor reelection a second time.

Co-Ordinator

OF Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar Is Street, Karaikudi – 630 001.

146 - 410. Amaravathi Village, Amaravathi pudur (Pec), Karaikudi - 630 301. Pri: 01868 - 24030 / 126132.

Fax 04565 234430 Mobile 73737 11322, 73737 11333 E-mail street2010/agmail.com Website www.rinjaraajan.org

### **CIRCULAR**

DATE: 21.10.2019

#### STAFF COUNSELLING MEETING

It is proposed to conduct the meeting for the current academic year 2019-2020 (oddsemester) on 21.10.2019 at 2.00pm in seminar hall. The committee members are requested to attend the meeting

### AGENDA:

- > Time table
- > Organizing extracurricular activities

Co-Ordinator

Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi - 630 001.



146 4B1, Amaravathi Village. Amaravathipudur (Pa.). Karaikudi - 630 301

Ph: 04565 234230 326132

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Mobile: 73737 11322, 73737 11333 E-mail street2010/agmail.com Website: www.raajaraajan.org

Name of the Committee

: Staff Counselling Meeting

**Academic Year** 

:2019-2020

Meeting No

: 2

**Date & Time** 

: 21.10.2019 & 2.00 pm

Venue

: Seminar Hall

# Minutes of the meeting

The staff council meeting was held on 21.10.2019 at 2 pm in seminar hall with the following members:

1. MRS.N.RAJESHWARI (IQAC Co-Ordinator)

2.DR.AL.MAYILVAHANAN (Principal)

3.MR.MAHALINGA SURESH (Faculty)

4.DR..X.HYACINTH SUGANTHI(Faculty)

5.MR.PL.SUBRAMANIYAN(Faculty)

6.MR.P.PONVASAN(Faculty)

7.MR.RASHEED KHAN(Faculty)

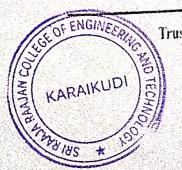
8.MR.T.N.BALAJI(Faculty)

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

4180

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I\* Street, Karaikudi - 630 001.





146 MH, Amaravathi Village, Amaravathipudur (Po.), Karaikudi = 630 301

Ph - 01565 - 234230 - 326132

Fax : 04565 234430

Mobile: 73737 11322, 73737 11333 F-mail street2010/@gmail.com Website www.raajaraajan.org

### List of committee members participated

S.NO	NAME	SIGNATURE
1	RS.N.RAJESHWARI (IQAC Co-Ordinator)	Rock
2	DR.AL.MAYILVAHANAN (Principal)	rung.
3	MR.MAHALINGA SURESH (Faculty)	Jul
4	DRX.HYACINTH SUGANTHI(Faculty)	84
5	MR.PL.SUBRAMANIYAN(Faculty)	Sch
6	MR.P.PONVASAN(Faculty)	man
7	MR.RASHEED KHAN(Faculty)	'BU
8	MR.T.N.BALAJI(Faculty)	T. N. Pr

#### THE MINUTES OF THE MEETING:

- 1. The staff counselling shall decide on the following issues, subject to the provisions of the Act, the statues, and the university's ordinance.
  - (i). Preparation of college time table.
  - (ii). Allocation of extra curricular work to teachers without payment of remuneration.
  - (iii). Organizating extracurricular activities such as student cultural activities, sports, games, national service plans, other community service programs, and academic societies.
  - (iv). The head of the department shall give the guidance for obtaining library books and laboratory equipment. Establish guidelines for obtaining library books and laboratory equipment and organizing the admission of student.
- 2. Subject to the provisions of the art, the statutes and the ordinances of the university, the staff counselling shall make recommendations ordinances on the following matters.
  - (i) Discussion on appointing new staff in the department and also for uplifting the department.
  - (ii) Formulation of admission policy within the framework of the policy laid down by the university
  - (iii). Formulation of guide-lines regarding discipline of the students.
  - (iv) Formulation of policies for recommending names of teachers for participation in seminar and conference and financial assistance to teacher.

Co-Ordinator

Principal PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301

Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi - 630 001.



146–481, Amarayathi Villape, Amarayathipudur (Po.), Karaikudi 630/301 Ph : 01868 - 234230 / 326132 Fax : 04565 234430 Mobile : 73737 11322, 73737 11333 E-mail : street2010/dgmail.com Website: www.raajaraajan.org

### **CIRCULAR**

DATE: 10.02.2020

### STAFF COUNSELLING MEETING

It is proposed to conduct the meeting for the current academic year 2019-2020 (even semester) on 10.02.2020 at 2.00pm in seminar hall. The committee members are requested to attend the meeting

#### **AGENDA:**

> Committees appointed by the Board

Co-Ordinator

Principal

PRINCIPAL Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

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Name of the Committee

: Staff Counselling Meeting

**Academic Year** 

:2019-2020

Meeting No

: 3

**Date & Time** 

: 10.02.2020& 2.00 pm

Venue

: Seminar Hall

### Minutes of the meeting

The staff council meeting was held on 10.02.2020 at 2 pm in seminar hall with the following members:

1. MRS.N.RAJESHWARI (IQAC Co-Ordinator)

2.DR.AL.MAYILVAHANAN (Principal)

3.MR.MAHALINGA SURESH (Faculty)

4.DR..X.HYACINTH SUGANTHI(Faculty)

5.MR.PL.SUBRAMANIYAN(Faculty)

6.MR.P.PONVASAN(Faculty)

7.MR.RASHEED KHAN(Faculty)

8.MR.T.N.BALAJI(Faculty)

**Co-Ordinator** 

**Principal** 

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi – 630 001. Ph: 04565 – 234230, Mobile: 73737 11331, 73737 11338

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146 4B1, Amarayathi Village, Amarayathipudur (Po.). Karaikidi - 630 301

Ph: 04565 - 244230 - 326132

04565 234430

Mobile : 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

### List of committee members participated

S.NO	NAME	SIGNATURE
1	MRS.N.RAJESHWARI (IQAC Co-	D N
	Ordinator)	Rost
2	DR.AL.MAYILVAHANAN (Principal)	mg
3	MR.MAHALINGA SURESH (Faculty)	w
4	DRX.HYACINTH SUGANTHI(Faculty)	834
5	MR.PL.SUBRAMANIYAN(Faculty)	Shar
6	MR.P.PONVASAN(Faculty)	Power
7	MR.RASHEED KHAN(Faculty)	Ry
8	MR.T.N.BALAJI(Faculty)	EN.DE

#### THE MINUTES OF THE MEETING ARE AS FOLLOWS:

- 1. The staff counseling operates through committees appointed by the board, ordinarily
  - (i). No one should be a member of more than two committees at the same time.
  - (ii) No one should serve as a committee member for more than two consecutive terms
- 2. The principal has the right to be present and to speak at any meeting of any committee
  - (i)Each committee shall have a coordinator appointed by the staff counselling who shall convene committee meeting, and the minutes of the meeting shall council, who shall convene committee meeting, and the minutes of the meeting shall be prepared and maintained by this person
  - (ii) The decisions of the committee are communicated to the next meeting of the staff counselling for approval, if necessary.
- 3. Roles involved in conducting staff counselling meeting in accordance with the regulationspromulgated on this subject.

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

Scust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi - 630 001.

146 4B1, Amarayathi Village, Amarayathipudur (Po.), Kararkudi 630 301 Ph : 04568 234230 326132

Eax : 04565 - 234430 Mobile : 73737 11322, 73737 11333 E-mail : street2010@gmail.com Website : www.raajaraajan.org

### **CIRCULAR**

DATE: 12.07.2021

### STAFF COUNSELING MEETING

It is proposed to conduct the meeting for the current academic year 2021-2022 (oddsemester) on 12.07.2021 at 2.00pm in seminar hall. The committee members are requested to attend the meeting

#### **AGENDA:**

Discuss on the preparation of IQAC for the academic year 2018-2019 on 12.07.2021

Co-Ordinator

Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tation
Amaravathipudur, Karaikudi - 630 301
Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi – 630 001.

Ph: 04565 – 234230, Mobile: 73737 11331, 73737 11338

146 4B1, Amaravathi Village, Amaravathipudor (Po ). Karaikudi 630 301 Ph : 04565 234230 326132 Fax 04565 234430 Mobile 73737 11322, 73737 11333 E-mail street2010/a/gmail.com Website www.raajaraajan.org

Name of the Committee

: Staff Counselling Meeting

**Academic Year** 

: 2021-2022

Meeting No

: 1

**Date & Time** 

: 12.07.2021& 2.00 pm

Venue

: Seminar Hall

### Minutes of the meeting

The staff council meeting was held on 12.07.21 at 2 pm in seminar hall with the following members:

1. MRS.V.VADIVAMBAL (IQAC Co-Ordinator)

2.DR.AL.MAYILVAHANAN (Principal)

3.MR.MAHALINGA SURESH (Faculty)

4.MR.S.AANJAN KUMAR (Faculty)

5.MR.PL.SUBRAMANIYAN(Faculty)

6.MR.P.PONVASAN(Faculty)

7.MRS.N.RAJESHWARI(Faculty)

8.MR.RASHEED KHAN(Faculty)

9.MR.T.N.BALAJI(Faculty)

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi - 630 001.



146 (481, Amazavathi Village, Amazavathipudur (Pos), Karaikedi (630 301, Ph. (01882 - 234230 326132 Lax 04565 234430 Mobile 73747 11322, 73747 11333 L-audi street2010 a)gmail.com Website www.raajaraajan.org

### List of committee members participated

S.NO	NAME	SIGNATURE
1	MRS. V.VADIVAMBAL (IQAC Co-Ordinator)	
2	DR.AL.MAYILVAHANAN (Principal)	Cutea
3	MR.MAHALINGA SURESH (Faculty)	tul
4	MR.S.AANJAN KUMAR (Faculty)	Shull 1
5	MR.PL.SUBRAMANIYAN(Faculty)	Suh
6	MR.P.PONVASAN(Faculty)	Power
7	MRS.N.RAJESHWARI(Faculty)	Rang
8	MR.RASHEED KHAN(Faculty)	RA
9	MR.T.N.BALAJI(Faculty)	J. N. Rre

#### THE MINUTES OF THE MEETING ARE:

- The subject of academic performance, activities, research and development, infrastructure, testing, and result analysis for the academic year 2018-19 were discussed by the IQAC coordinator and departmental evaluation was conducted.
- 2. Faculty members were assigned to complete the works in IQAC which they successfully submitted on (19.07.2021)
- 3. Faculty members were also given the responsibility of maintaining college records up to date and submitting data relating to seven criteria in both hardcopy and electronic from until (19.07.2021)

Co-Ordinator

Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

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Trust Office: No. 1, S.K.M. Building, T.T. Nagar I\* Street, Karaikudi - 630 001.

146-481, Amarayathi Village, Amarayathi pudur (P.c.), Karaikudi 640-301 Ph-04565 234230 126132

Lex 01565 234430 Mobile 73737 11322, 73717 11333 L-mail street2010 @gmail.com Website www.raajaraajan.org

### **CIRCULAR**

DATE: 11.10.2021

# STAFF COUNSELLING MEETING

It is proposed to conduct the meeting for the current academic year 2021-2022 (oddsemester) on 11.10.2021 at 2.00pm in seminar hall. The committee members are requested to attend the meeting.

#### AGENDA:

- Rules and Regulations promulgated
- Organizing extracurricular activities

Co-Ordinator

Diff Principal

PRINCIPAL
Sri Raaja Raajan College of Engg. & Tech
Amaravathipudur, Karaikudi - 630 301
Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi – 630 001.

Ph: 04565 – 234230, Mobile: 73737 11331, 73737 11338

(46 3B), Amarayathi Village, Amarayathipiddir (Po.), Karaikudi 630 301 Ph. 04865 - 234230 - 326132

Lax 04565 23-4430 Mobile 73737 11322, 73737 11333 Is-mail street2010/agmail.com Website www.majaraajan.org

Name of the Committee

: Staff Counselling Meeting

**Academic Year** 

: 2021-2022

Meeting No

: 2

**Date & Time** 

: 11.10.2021& 2.00 pm

Venue

KARAIKUD

: Seminar Hall

### Minutes of the meeting

The staff council meeting was held on 11.10.21 at 2 pm in seminar hall with the following members:

1. MRS.V.VADIVAMBAL (IQAC Co-Ordinator)

2.DR.AL.MAYILVAHANAN (Principal)

3.MR.MAHALINGA SURESH (Faculty)

4.MR.S.AANJAN KUMAR (Faculty)

5.MR.PL.SUBRAMANIYAN(Faculty)

6.MR.P.PONVASAN(Faculty)

7.MRS.N.RAJESHWARI(Faculty)

8.MR.RASHEED KHAN(Faculty)

9.MR.T.N.BALAJI(Faculty)

Trust Office: No. 1, S.K.M. Building, T.T. Nagar 1\* Street, Karaikudi - 630 001.



146 4P1, Amarayathi Village, Amarayathipudur (Po.), Karaikudr (640 301) Ph : 04565 - 234230 - 326132 Lax 04565 234430 Mobile 73737 11322, 73737 11333 U-mail: street2010@gmail.com Website: www.ranjaranjan.org

### List of committee members participated

S.NO	NAME	SIGNATURE
1	MRS.V.VADIVAMBAL (IQAC Co-Ordinator)	a de
2	DR.AL.MAYILVAHANAN (Principal)	ing
3	MR.MAHALINGA SURESH (Faculty)	1 11
4	MR.S.AANJAN KUMAR (Faculty)	The
5	MR.PL.SUBRAMANIYAN(Faculty)	John
6	MR.P.PONVASAN(Faculty)	Ponces
7	MRS.N.RAJESHWARI(Faculty)	Pari
8	MR.RASHEED KHAN(Faculty)	A A
9	MR.T.N.BALAJI(Faculty)	1 C. NIRA

### THE MINUTES OF THE MEETING ARE AS FOLLOWS:

- 1. The staff counselling operates through committees appointed by the board, ordinarily
  - (i) No one should be a member of more than two committees at the same time.
  - (ii) No one should serve as a committee member for more than two consecutive terms
- 2. The principal has the right to be present and to speak at any meeting of any committee
  - (i) Each committee shall have a coordinator appointed by the staff—counselling who shall convene committee meeting, and the minutes of the meeting shall council, who shall convene committee meeting, and the minutes of the meeting shall be prepared and maintained by this person
  - (ii) The decisions of the committee are communicated to the next meeting of the staff counselling for approval, if necessary.
- 3. Roles involved in conducting staff counselling meeting in accordance with the regulationspromulgated on this subject.

Co-Ordinator

Sri Raaja Raajan College of Engg. & Tech Amarayathipudur, Karaikudi - 630 301

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karakudi — 630 001.

Ph: 04565 - 234230, Mobile: 73737 11331, 73737 11338

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146 4B1, Amarayathi Village, Amarayathipudur (Po.), Karaikudi - 630 301 Ph: 04565 - 234230 / 326132

Fax 04565 23.4430 Mobile: 73737 11322, 73737 11333 E-mail: street2010@gmail.com
Website: www.raajaraajan.org

### **CIRCULAR**

DATE: 14.2.2022

### STAFF COUNSELLING MEETING

It is proposed to conduct the meeting for the current academic year 2021-2022 (odd semester) on 14.02.2022 at  $2.00 \, \mathrm{pm}$  in seminar hall. The committee members are requested to attend the meeting

### **AGENDA:**

NGINEERIN

- > Time table
- > Organizing extracurricular activities

**Co-Ordinator** 

Principal

PRINCIPAL
Sri Raaja Raajan College of Engg. & Tech
Amaravathipudur, Karaikudi - 630 301
Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar Is Street, Karaikudi - 630 001.

146 4B1; Amaras athi Village, Amaras athipudor (Po.), Karaikidi 630 301, Ph. 04568 234230 326132 Lax 04565 234430 Mobile 73737 11322, 73737 11333 E-mail\_street201th@gmail.com Website\_www.raajaraajan.org

Name of the Committee : Staff Co

: Staff Counselling Meeting

Academic Year

: 2021-2022

Meeting No

: 3

Date & Time

: 14.2.2022& 2.00 pm

Venue

: Seminar Hall

### Minutes of the meeting

The staff council meeting was held on 14.02.2022 at 2 pm in seminar hall with the following members:

1. MRS.V.VADIVAMBAL (IQAC Co-Ordinator)

2.DR.AL.MAYILVAHANAN (Principal)

3.MR.MAHALINGA SURESH (Faculty)

4.MR.S.AANJAN KUMAR (Faculty)

5.MR.PL.SUBRAMANIYAN(Faculty)

6.MR.P.PONVASAN(Faculty)

7.MRS.N.RAJESHWARI(Faculty)

8.MR.RASHEED KHAN(Faculty)

9.MR.T.N.BALAJI(Faculty)

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I\* Street, Karaikudi - 630 001.



(Approval to AlC II. New Delhad Attituded to Anna Fauversity)

146 4B1, Amaravathi Village. Amaravathipudur (Po.). Karaikudi - 630 301 Ph: 04565 234230 326132

04565 234430 Lax Mobile : 73737 11322, 73737 11333 L-mail: street2010/wgmail.com Website www.raajaraajan.org

### List of committee members participated

S.NO	NAME	SIGNATURE
1	MRS.V.VADIVAMBAL (IQAC Co-Ordinator)	
2	DR.AL.MAYILVAHANAN (Principal)	Legons
3	MR.MAHALINGA SURESH (Faculty)	104
4	MR.S.AANJAN KUMAR (Faculty)	Shile
5	MR.PL.SUBRAMANIYAN(Faculty)	Show
6	MR.P.PONVASAN(Faculty)	Yourd
7	MRS.N.RAJESHWARI(Faculty)	Ren
. 8	MR.RASHEED KHAN(Faculty)	1 sty
9	MR.T.N.BALAJI(Faculty)	1 ST. N'IBM

#### THE MINUTES OF THE MEETING ARE AS FOLLOWS:

- 1. The staff counselling shall decide on the following issues, subject to the provisions on the act, the statutes, and the university's ordinance
  - Preparation of college time table (I)
  - Allocation of extra curricular work to teachers without payment of (II) remuneration.
  - Organizing extracurricular activities such as student activities, sports, games, (III) national service plans, other community service programs and academic societies.
  - The head of the department shall give the guidance for obtaining library books and laboratory equipment. Establish guidelines for obtaining library books and laboratory equipments and organizing the admission of student. Formulation of a recommendation on introduction of new teaching posts in the department and expansion of the existing departments.
  - Formulation of admission policy within the frame work of the policy laid down by the university.

Co-Ordinator

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Shrnakayathing of

146 /4111, Amaravathi Village, Amaravathipudur (Po.), Karaikudi ~ 630 301, Ph : 04565 ~ 234230 / 326132 Fax : 04565 - 234430 Mobile : 73737 11322, 73737 11333 E-mail : street2010@gmail.com Website: www.ranjamajan.org

#### **CIRCULAR**

DATE: 15.06.2017

#### STUDENT COUNSELLING CELL

It is proposed to conduct the meeting for current academic year 2017-2018 (odd semester) on June 15 2017 at 2.00 pm at library hall. The committee members are requested to attend the meeting.

## **Agenda**

- > Action for giving counselling to under-performers (students)
- > Seminar for the students
- > Career guidance programme

Principal

PRINCIPAL Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

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146 /4B1, Amaravathi Village, Amaravathipudur (Po.). Knraikudi - 630 301. Ph: 04565 - 234230 / 326132

: 04565 - 234430 Day

Mobile: 73737 11322, 73737 11333 E-mail : srrcet2010@gmail.com Website: www.raajaraajan.org

Name of the Committee

:Student Counselling cell

Academic year

:2017-2018

**Meeting No** 

:1 :15.06.2017

Date & time Venue

:Library Hall

## MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on June 15, 2017 in the library hall, at 2.00 pm with the following members.

- 1. .Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,
- 2. DR.CHITRA, MCA., M.Phil., NET, Ph.D.,
- 3. DR.A.KUMARAVADIVEL (Principal)
- 4. DR.K.SRINIVASAN(Faculty)
- 5. MR.MAHALINGA SURESH (Faculty)
- 6. MRS.X.HYACINTH SUGANTHI(Faculty)
- 7. MR.PL.SUBRAMANIYAN
- 8. MR.P.PONVASAN(Faculty)
- 9. MRS.N.RAJESHWARI(Faculty)
- 10. MR.RASHEED KHAN(Faculty)
- 11. MR.T.N.BALAJI(Faculty)





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: 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail: srreet2010@gmail.com Website: www.raajaraajan.org

## The following resolutions were passed unanimously:

No.1: Resolved that the career guidance programme for the year 2017-18.

No.2: Resolved that the plan of action for giving counselling to under-performers (students) shall be taken in consultation with IQAC, and the matter shall be put up in the Academic council of the college to take the necessary action by the various departments.

No 3: Resolved to organize seminar on 'Personality Development', for the students of SRRCET College. Moreover, a resource person may be invited from other college.

No 4: Appreciation Note: The members present in the meeting expressed their appreciation to the principal for taking the step to institute a "Guidance Cell" which is very much needed in today's world. All members were present resolved to resolve wholeheartedly to work for the personality Development of our students.

Principal

List of committee members participated

S.no	Name	Signature
1.	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Saleshive
2.	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	chitra.
3.	DR.A.KUMARAVADIVEL (Principal)	Q.K
4.	DR.K.SRINIVASAN(Faculty)	So
5.	MR.MAHALINGA SURESH (Faculty)	Jul
6.	MRS.X.HYACINTH SUGANTHI(Faculty)	Sur.
7.	MR.PL.SUBRAMANIYAN	Rodon
8.	MR.P.PONVASAN(Faculty)	Powasan.
9.	MRS.N.RAJESHWARI(Faculty)	Ru
TONES	MR.RASHEED KHAN(Faculty)	Roule
11.	MR.T.N.BALAJI(Faculty)	(IN. But
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KARAIKUDI

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I" Street, Karaskulliaais30a00pm College of Engg. & Tech.

Ph: 04565 - 234230, Mobile: 73737 11331, 73737 11338 ravathipudur, Karaikudi - 630 301

Sivagangai Dist. Tamil Nadu

146 /401, Amaravathi Village, Amaravathipudur (Po.). Karaikudi - 630 301. Ph: 04565 - 234230 / 326132

: 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

#### **CIRCULAR**

DATE: 16.10.2017

## STUDENT COUNSELLING CELL

It is proposed to conduct the meeting for the current academic year 2017-2018 (odd semester) on October 16,2017 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

## Agenda

- > Conduct awareness programme on wellness and health values
- > Counseling programme for the students

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Mobile : 73737 11322, 73737 11333 B-mail : srcset2016@gmail.com Website: www.rasjarasjan.org

Name of the Committee

**Student Counseling Cell** 

Academic year

2017-2018

**Meeting No** 

2

Date & time

. . . . .

Venue

16.10.2017

Library Hall

#### MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on October 16, 2017 in the library hall, at 2.00 pm with the following members

- 1. Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,
- 2. DR.CHITRA, MCA., M.Phil., NET, Ph.D.,
- 3. DR.A.KUMARAVADIVEL (Principal)
- 4. DR.K.SRINIVASAN(Faculty)
- 5. MR.MAHALINGA SURESH (Faculty)
- 6. MRS.X.HYACINTH SUGANTHI(Faculty)
- 7. MR.PL.SUBRAMANIYAN
- 8. MR.P.PONVASAN(Faculty)
- 9. MRS.N.RAJESHWARI(Faculty)
- 10. MR.RASHEED KHAN(Faculty)
- 11. .MR.T.N.BALAJI(Faculty)



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Fax: :04565 - 234430 Mobile: :73737 11322, 73737 11333 E-mail: :srrcet2010@gmail.com Website: www.raajaraajan.org

## The following resolution were passed unanimously:

No:1. Resolved that the career guidance programme for the year 2017-2018.

No:2.Resolved that the plan of action for giving counselling to under-performers (students) shall be taken in consultation with IQAC, and the matter shall be put up in the Academic council of the college to take the necessary action by the various departments.

No:3. Resolved to organize a seminar for the students of SRRCET College on 'Personality Development'. Moreover, a resource person may be invited from other college.

No: 4.committee members responsibilities were discussed.

Co-Ordinator

Principal

Sri Raaja Raajan College of Engg. & Tech

List of committee members participated

S.no	Name	Signature
i.	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Salthire
2.	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	Chitra
3.	DR.A.KUMARAVADIVEL (Principal)	1 8
4.	DR.K.SRINIVASAN(Faculty)	Som
5.	MR.MAHALINGA SURESH (Faculty)	m
5.	MRS.X.HYACINTH SUGANTHI(Faculty)	Sug
7,	MR.PL.SUBRAMANIYAN	P. firling
3.	MR.P.PONVASAN(Faculty)	Forwaren
FOF EN	MRS.N.RAJESHWARI(Faculty)	Rem
10.	MK RASHEED KHAN(Faculty)	Rank
11.	MR.T.N. BALAJI(Faculty)	JN. Port

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: 04565 ~ 234430 Fax

Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com

Website: www.raajaraajan.org

#### **CIRCULAR**

DATE: 17.01.2018

#### STUDENT COUNSELLING-CELL

It is proposed to conduct the meeting for the current academic year 2017-2018 (Even semester) on January 17,2018 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

## **Agenda**

- Discussion with committee members on previous meeting
- > Enhancing the language skills of the students.
- > Enriching the comprehension skills of the students

Co-Ordinator

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist Tamil Nadu





146 /4B1, Amaravathi Village, Amaravathipudur (Po.), Karaikadi - 630 301, Ph: 04565 - 234230 / 326132

: 04565 -- 234430 Mobile: 73737 11322, 73737 11333 E-mail: sercet2010@gmail.com

Website: www.raajaraajan.org

Name of the Committee

Student Counselling cell

Academic year

2017-2018

Meeting No

3

Date & time

17.01.2018

Venue

Library Hall

#### MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on January 17, 2018 in the library hall, at 2.00 pm with the following members

- 1. 1.Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,
- 2. DR.CHITRA, MCA., M.Phil., NET, Ph.D.,
- 3. DR.A.KUMARAVADIVEL (Principal)
- 4. DR.K.SRINIVASAN(Faculty)
- 5. MR.MAHALINGA SURESH (Faculty)
- 6. MRS.X.HYACINTH SUGANTHI(Faculty)
- 7. MR.PL.SUBRAMANIYAN
- 8. MR.P.PONVASAN(Faculty)
- 9. MRS.N.RAJESHWARI(Faculty)
- 10. MR.RASHEED KHAN(Faculty)
- 11. .MR.T.N.BALAJI(Faculty)



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Fix : 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

# The following resolution were passed unanimously:

No.1: Discussion with committee members about the previous meeting.

No: 2.Resolved to enhance the language skills that learning another language also provides many other benefits, including greater academic achievement, greater cognitive development, and more positive attitudes towards other languages and cultures

No: 3.Resolved to enrich the comprehending skills of the students and to help them as active readers by engaging with the new words

Co-Ordinator

Principal

Name	Signature
Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Sala Phinas
	al 'ba
DR.A.KUMARAVADIVEL (Principal)	a c
DR.K.SRINIVASAN(Faculty)	Om
MR.MAHALINGA SURESH (Faculty)	MO
MRS.X.HYACINTH SUGANTHI(Faculty)	O.J.
MR.PL.SUBRAMANIYAN	Dish
MR.P.PONVASAN(Faculty)	Vacan
MRS.N.RAJESHWARI(Faculty)	D
MR.RASHEED KHAN(Faculty)	Do
MR.T.N.BALAJI(Faculty)	Tarre
	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., DR.CHITRA, MCA., M.Phil., NET, Ph.D., DR.A.KUMARAVADIVEL (Principal) DR.K.SRINIVASAN(Faculty) MR.MAHALINGA SURESH (Faculty) MRS.X.HYACINTH SUGANTHI(Faculty) MR.PL.SUBRAMANIYAN MR.P.PONVASAN(Faculty) MRS.N.RAJESHWARI(Faculty) MR.RASHEED KHAN(Faculty)

PRINCIPAL

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Trust Office: No. 1, S.K.M. Building, T.T. Nagar Is Street, Karaikudi - 630 001.

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Karalkudi - 630 301, Ph: 04565 - 234230 / 326132

: 04565 - 234430 Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com

Website: www.raajaraajan.org

#### **CIRCULAR**

DATE: 20.06.2018

#### STUDENT COUNCELLING CELL

It is proposed to conduct the meeting for the current academic year 2018-2019 (odd semester) on June 20, 2018 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

#### Agenda

- Discussion in regard to activities for the odd semester
- > Seminar for the students
- > Discussion in regard to the allocation of responsibilities

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146 /4B1, Amariwathi Village, Amaravathipudur (Po.), Karufkudi = 630 301. Ph: 04565 = 234230 / 326132

Fax : 04565 - 234430 Mobile : 73737 11322, 73737 11333 E-mail : street2010@gmail.com

Website: www.raajarnajan.org

Name of the Committee

:Student Counselling cell

Academic year

:2018-2019

**Meeting No** 

:1

Date & time

:20.06.2018

Venue

:Library Hall

## MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on June 20, 2018 in the library hall, at 2.00 pm with the following members

- 1. .Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,
- 2. DR.CHITRA, MCA., M.Phil., NET, Ph.D.,
- 3. DR.A.KUMARAVADIVEL (Principal)
- 4. DR.K.SRINIVASAN(Faculty)
- 5. MR.MAHALINGA SURESH (Faculty)
- 6. MRS.X.HYACINTH SUGANTHI(Faculty)
- 7. MR.PL.SUBRAMANIYAN
- 8. MR.P.PONVASAN(Faculty)
- 9. MRS.N.RAJESHWARI(Faculty)
- 10. MR.RASHEED KHAN(Faculty)
- 11. .MR.T.N.BALAJI(Faculty)



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: 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail : sercet2010@gmail.com

Website: www.raajaraajan.org

# The following resolution was adopted unanimously Resolution:

No.1: Resolved that the career guidance programme for the year 2018-19 shall start w.e.f the next semester

No.2: Resolved the plan of action for giving counselling to that under-performers (students) shall be taken in consultation with IQAC, and the matter shall be put up in the Academic council of the college to take necessary action by the various departments.

No.3: Resolved to organize a seminar on 'Personality Development', for the students of SRRCET College. Moreover, a resource person may be invited from other college.

No.4: Appreciation Note: The members present in the meeting expressed their appreciation to the principal for taking the step to institute a "Guidance Cell" which is very much needed in today's world. All members were present to resolve wholeheartedly to work for the personality Development of our students.

Co-ordinator

List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	orginature 1
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D	Oclethve 1
3)	DR.A.KUMARAVADIVEL (Principal)	D. B.
4)	DR.K.SRINIVASAN(Faculty)	Co.
	MR.MAHALINGA SURESH (Faculty)	Tuo
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	Just
	MR.PL.SUBRAMANIYAN	Buy
)	AR.P.PONVASAN(Faculty)	(1) = 00
) [	IRS.N.RAJESHWARI(Faculty)	Yanraa
OTNGIN	R.RASHEED KHAN(Faculty)	Kan
1)	RAN.BALAJI(Faculty)	Karled
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Trust office: No. 1, S.K.M. Building, T.T. Nagar I\* Street, Karaikudi - 630,00

Ph: 04565 - 234230, Mobile: 73737 11331, 73737 11338 RINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu



130 Str. Americally Villager A member of the property of the A Constant - Kali Ite Phi - PRESS - 234730 / 376732

Mobile : 71717 11323, 73717 11333 familt arrestittilitigmattenn

Wicheller www.majamajan.org

#### CIRCULAR

DATE: 26.9.2018

## STUDENT COUNSELLING CELL

It is proposed to conduct the meeting for the current academic year 2018-2019 (odd semester) on September 26, 2018 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

## Agenda

- Conduct Counselling session
- Convener guidance and lecture program
- Any other matter with the permission of chair person.

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PRINCIPAL Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 3C. Sivagangai Dist. Tamil Nadu

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146 / HB1, Amaravathi Village, Amaravathipudur (Po.), Karaikudi — 630 301, Ph: 04565 — 234230 / 326132

Fax : 04565 - 234430 Mobile : 73737 11322, 73737 11333 E-mail : street2010@gmail.com Website; www.raajarnajan.org

Name of the Committee

:Student Counselling cell

Academic year

:2018-2019

**Meeting No** 

:2

Date & time

:26.9.2018

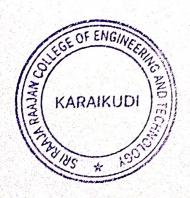
Venue

:Library Hall

## MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on September 26, 2018 in the library hall, at  $2.00~\rm pm$  with the following members .

- 1. .Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,
- 2. DR.CHITRA, MCA., M.Phil., NET, Ph.D.,
- 3. DR.A.KUMARAVADIVEL (Principal)
- 4. DR.K.SRINIVASAN(Faculty)
- 5. MR.MAHALINGA SURESH (Faculty)
- 6. MRS.X.HYACINTH SUGANTHI(Faculty)
- 7. MR.PL.SUBRAMANIYAN
- 8. MR.P.PONVASAN(Faculty)
- 9. MRS.N.RAJESHWARI(Faculty)
- 10. MR.RASHEED KHAN (Faculty)
- 11. MR.T.N.BALAJI(Faculty)



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146 ABI, Amaravathi Village, Amaravathipudur (Pa.), Karaikudi - 630 301. Ph: 04565 - 234230 / 326132

: 04565 -- 234430 Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com

Website: www.ranjarnajan.org

# The following resolution was passed unanimously:

No: 1. Resolved that the career guidance programme for the year 2018-2019.

No: 2. Resolved that the plan of action for giving counselling to under-performers (students) shall be taken in consultation with IQAC, and the matter shall be put up in the Academic council of the college to take necessary action by the various departments.

No:3. Resolved to organize a seminar for the students of SRRCET College on 'Personality Development'. Moreover, a resource person may be invited from other college.

No: 4 Committee members responsibilities were discussed.

Sauthur Co-Ordinat

Name	Signature
Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Salcthivel
DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	Chibos
DR.A.KUMARAVADIVEL (Principal)	The state of the s
DR.K.SRINIVASAN(Faculty)	Bri
MR.MAHALINGA SURESH (Faculty)	In
MRS.X.HYACINTH SUGANTHI(Faculty)	Sug
MR.PL.SUBRAMANIYAN	D) subar
MR.P.PONVASAN(Faculty)	Porwaron
MRS.N.RAJESHWARI(Faculty)	Pri
MR.RASHEED KHAN(Faculty)	Para
R.T.N.BALAJI(Faculty)	TNINE
	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., DR.CHITRA, MCA., M.Phil., NET, Ph.D., DR.A.KUMARAVADIVEL (Principal) DR.K.SRINIVASAN(Faculty) MR.MAHALINGA SURESH (Faculty) MRS.X.HYACINTH SUGANTHI(Faculty) MR.PL.SUBRAMANIYAN MR.P.PONVASAN(Faculty) MRS.N.RAJESHWARI(Faculty) MR.RASHEED KHAN(Faculty)

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146 /4B1, Amaravathi Village, Amaravathipudur (Po.), Karaikudi – 630 301. Ph: 04565 – 234230 / 326132

Fax : 04565 - 234430 Mobile : 73737 11322, 73737 11333 E-mail : srreet2010@gmail.com Website: www.rnajarnajan.org

CIRCULAR

DATE: 18.2.2019

## STUDENT COUNSELLING CELL

It is proposed to conduct the meeting for current academic year 2018-2019 (odd semester) on February 18, 2019 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

## Agenda

- Counselling students to solve their problems and provide confidence to improve their quality of life.
- > To guide students to choose right career path for job. higher studies, entrepreneurship, etc.

> To improve student - teacher relationship.

Salfhired Co-ordinator

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Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech
Amaravathipudur, Karaikudi - 630 301
Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar Is Street, Karaikudi - 630 001.



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146 /481, Amaravathi Village, Amaravathipudur (Po.), Karaikudi – 630 301, Ph : 04565 – 234230 / 326132

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Name of the Committee

:Student Counselling cell

Academic year

:2018-2019

**Meeting No** 

:3

Date & time

:18.2.2019

Venue

:Library Hall

#### MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on February 18, 2019 in the library hall, at 2.00 pm with the following members:

- 1. 1.Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,
- 2. DR.CHITRA, MCA., M.Phil., NET, Ph.D.,
- 3. DR.A.KUMARAVADIVEL (Principal)
- 4. DR.K.SRINIVASAN(Faculty)
- 5. MR.MAHALINGA SURESH (Faculty)
- 6. MRS.X.HYACINTH SUGANTHI(Faculty)
- 7. MR.PL.SUBRAMANIYAN
- 8. MR.P.PONVASAN(Faculty)
- 9. MRS.N.RAJESHWARI(Faculty)
- 10. MR.RASHEED KHAN(Faculty)
- 11. MR.T.N.BALAJI(Faculty)



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: 04565 - 234430 Mobile: 73737 11322, 73737 11333

E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

# The following resolutions were passed unanimously:

No:1. Resolved to counseling should provide students with solutions to their problems and confidence to improve their quality of life through cognitive behavioral intervention geared to improving an individual's ability to cope with stressful life experience.

No:2. Resolved to guide students to choose right career path for job, higher education and entrepreneurship, etc. which allow individuals to discover who they are, what they like to do and what they do best.

No: 3.Resolved to enrich the improvement of teacher-student relationship by creating a classroom environment more conductive to learning and meet student's developmental, emotional and academic needs.

No: 4. Committee members responsibilities were discussed.

Southwy Co-Ordinator

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Scientive
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	Chiba
3)	DR.A.KUMARAVADIVEL (Principal)	KV
4)	DR.K.SRINIVASAN(Faculty)	G.
5)	MR.MAHALINGA SURESH (Faculty)	M
6)	MRS.X.HYACINTH SUGANTHI(Faculty)	Sut
7)	MR.PL.SUBRAMANIYAN	Pielu
3)	MR.P.PONVASAN(Faculty)	Poweren
9)	MRS.N.RAJESHWARI(Faculty)	<b>Q</b> .
10)	MR.RASHEED KHAN(Faculty)	(D) c 1
野ENG/	T.N.BALAJI(Faculty)	DNR-D
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Sri Raaja Raajan College of Engg. & Teah

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: 04565 -- 234430 Fax Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com

Website: www.raajaraajan.org

#### CIRCULAR

DATE: 26.06.2019

## STUDENT COUNCELLING CELL

It is proposed to conduct the meeting for the current academic year 2019-2020 (odd semester) on June 26, 2019 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

## Agenda

- Discussion on activities for the odd semester
- > Seminar for the students
- Discussion in regard to the allocation of responsibilities

PRINCIPAL

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146 AB1, Amarwathi Village, Amaravathipucha (Ne.) Kamikudi - 630 301, Ph : 04565 - 234230 / 326132

Fax : 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail: srreet2010@gmail.com Website: www.raajaraajan.org

Name of the Committee

:Student Counselling cell

Academic year

:2019-2020

Meeting No

:1

Date & time

:26.06.2019

Venue

:Library Hall

## MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on June 26, 2019 in the library hall, at 2.00 pm with the following members

- 1. 1.Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,
- 2. DR.CHITRA, MCA., M.Phil., NET, Ph.D.,
- 3. DR.AL.MAYILVAHANAN (Principal)
- 4. MR.MAHALINGA SURESH (Faculty)
- 5. DR.X.HYACINTH SUGANTHI (Faculty)
- 6. MR.PL.SUBRAMANIYAN
- 7. MR.P.PONVASAN(Faculty)
- 8. MRS.N.RAJESHWARI(Faculty)
- 9. MR.RASHEED KHAN(Faculty)
- 10. MR.T.N.BALAJI(Faculty)



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146 AB1, Americathi Village, Americathipselin (Pa.), Katolkodi - 610 301, Ph.: 04565 - 234230 / 326132

Fax : 04565 = 234430 Mobile : 73737 11322, 73737 11333 E-mail : screet2010@gmail.com Website: www.raajaraajari.org

# The following resolutions were passed unanimously:

No:1: Resolved to plan two activities per semester

No:2 : Resolved that the plan of action to conduct seminar for the students on " career oriented programme"

No:3. Resolve to discuss the allocation of representatives to the committee members.

No:4: Appreciation Note: The members present in the meeting expressed their appreciation to the principal for taking the step to institute a "Guidance Cell" which is very much needed in today's world. All members were present to resolve wholeheartedly to work for the personality Development of our students.

Schlopwel Co-ordinator

Principal

List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Scholnel
2)	DR.CHITRA, MCA., M.Phil., NET.Ph.D.	
3)	DR.AL.MAYILVAHANAN (Principal)	Chitra
4)	MR.MAHALINGA SURESH (Faculty)	MAX
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	W.
6)	MR.PL.SUBRAMANIYAN	Sing
7)	MR.P.PONVASAN(Faculty)	Pol. Sulva.
3)	MRS.N.RAJESHWARI(Faculty)	macan
)	MR.RASHEED KHAN(Faculty)	DRuy.
0)	MR.T.N.BALAJI(Faculty)	Tollied
		1 1/. N. 1 Suf

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech
Amaravathipudur, Karaikudi - 630

Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I\* Street, Karaikudi - 630 001.

146 2011, Amatavathi Village, Amaravathipudur (Po.), Karatkadi - 630 301. Ph : 04865 - 234230 / 326132

Pax : 04565 ~ 234430 Mobile : 73737 11322, 73737 11333 G-mail : screet2010@gmail.com

Website: www.raajaraajan.org

## CIRCULAR

DATE: 16.10.2019

## STUDENT COUNCELLING CELL

It is proposed to conduct the meeting for the current academic year 2019-2020 (odd semester) on October 16, 2019 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

## Agenda

- Counselling for students to tackle financial problems.
- Implementing career guidance program
- Psychological testing

Salthard Co-Ordinator

KARAIKUDI TEGERANDI TEGERA

Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

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Fax : 04565 - 234430 Mobile : 73737 11322, 73737 11333 E-mail : srrcet2010@gmail.com Website: www.raajaraajan.org

Name of the Committee

:Student Counselling cell

Academic year

:2019-2020

**Meeting No** 

:2

Date & time

:16.10.2019

Venue

:Library Hall

## MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on October 16, 2019 in the library hall, at 2.00 pm with the following members:

- 1. Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,
- 2. DR.CHITRA, MCA., M.Phil., NET, Ph.D.,
- 3. DR.AL.MAYILVAHANAN (Principal)
- 4.MR.MAHALINGA SURESH (Faculty)
- 5.DR..X.HYACINTH SUGANTHI(Faculty)
- 6.MR.PL.SUBRAMANIYAN
- 7.MR.P.PONVASAN(Faculty)
- 8.MRS.N.RAJESHWARI(Faculty)
- 9.MR.RASHEED KHAN (Faculty)
- 10.MR.T.N.BALAJI(Faculty)



Trust Office: No. 1, S.K.M. Building, T.T. Nagar I\* Street, Karaikudi - 630 001.



# SRI RAAJA RAAJAN

# COLLEGE OF ENGINEERING AND TECHNOLOGY

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Fax : 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail: street2010@gmail.com Website: www.ranjarnajan.org

# The following resolution was adopted unanimously Resolution:

No.1: Counselling students to overcome financial trouble and guiding financial assistance from banks and getting a scholarship for students through various organizations.

No:2. Resolved to plan and implement career guidance program in.

- a) stress management
- b) Emotional intelligence
- c) Selfawareness
- d) Learning disabilities

No: 3. Resolved to psychological testing in areas of

- Aptitude
- Intelligence
- Interest
- Stress and anxiety

No:4. Committee members responsibilities were discussed.

Co-ordinator

Principal

## List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Salethine
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	alistra
3)	DR.AL.MAYILVAHANAN (Principal)	m
4)	MR.MAHALINGA SURESH (Faculty)	IM-
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	land -
5)	MR.PL.SUBRAMANIYAN	Pa 60.
') l	MR.P.PONVASAN(Faculty)	Poweres
	MRS.N.RAJESHWARI(Faculty)	Ø
GE OF	MR RASHEED KHAN(Faculty)	Page
(0)	MR.T.M.BALAJI(Faculty)	CILED

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I" Street, Karaikudi – 630,00

Ph: 04565 - 234230, Mobile: 73737 11331, 73737 11338

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 361 Sivagangai Dist. Tamil Made 146 /401, Amaravathi Village, Amaravathipudur (Po.), Karaikudi - 630 301, Ph : 04565 - 234230 / 326132

Fax : 04565 - 234430 Mobile : 73737 11322, 73737 11333 E-mail : street2010@gmail.com Website: www.raajaraajan.org

#### CIRCULAR

DATE: 23.1.2020

## STUDENT COUNCELLING CELL

It is proposed to conduct the meeting for current academic year 2019-2020 (odd semester) on January 23, 2020 at in the library hall at 2.00 pm. The committee members are requested to attend the meeting.

## Agenda

- > Orientation to the students about the learning resources and other technological arrangements
- > Students attendance
- > Effective in attaining a better academic performance.

Co-Ordinator

KARAIKUDI ES

Principal

PRINCIPAL '

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu

Trust Office: No. 1, S.K.M. Building, T.T. Nagar I Street, Karaikudi - 630 001.

146 /401, Amaravathi Village, Amaravathipudur (Po.), Karaikudi -- 630 301, Ph : 04565 -- 234230 / 326132

Fax : 04565 - 234430 Mobile : 73737 11322, 73737 11333

E-mail: srreet2010@gmail.com Website: www.ranjarnajan.org

Name of the Committee

:Student Counselling cell

Academic year

:2019-2020

**Meeting No** 

:3

Date & time

:23.1.2020

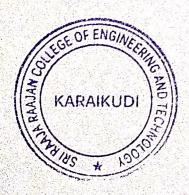
Venue

:Library Hall

## MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on January 23, 2020 in the library hall, at 2.00 pm with the following members:

- 1. 1.Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,
- 2. DR.CHITRA, MCA., M.Phil., NET, Ph.D.,
- 3. DR.AL.MAYILVAHANAN (Principal)
- 4. 4.MR.MAHALINGA SURESH (Faculty)
- 5. 5.DR..X.HYACINTH SUGANTHI (Faculty)
- 6. 6.MR.PL.SUBRAMANIYAN
- 7. 7.MR.P.PONVASAN(Faculty)
- 8. 8.MRS.N.RAJESHWARI(Faculty)
- 9. 9.MR.RASHEED KHAN(Faculty)
- 10. 10.MR.T.N.BALAJI(Faculty)



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: 04563 - 234430 Mobile: 73737 11322, 73737 11333

E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

# The following resolution were passed unanimously:

 $No.1: Resolved \ to \ conduct \ orientation \ to \ the \ students \ about \ the \ learning \ resources \ and \ other \ technological$ arrangements and the material that instructors may use to carry out instruction and facilitate the achievement of a student's educational goals

No:2. Resolved to follow up pupils who come late and to identify barriers and reasons for absence.

No:3. Resolved to attain a better academic performance by better employment benefits, higher income, higher selfesteem and self - confidence, low levels of anxiety and depression, and are less likely to engage in substance abuse No:4. Committee members responsibilities were discussed.

KARAIKUDI

# List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA, M.Phil,	Cutting
2)	DR.CHITRA, MCA., M.Phil., NET.Ph.D	Mik
3)	DR.AL.MAYILVAHANAN (Principal)	The state of the s
1)	MR.MAHALINGA SURESH (Faculty)	TALP
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	106
	MR.PL.SUBRAMANIYAN	Dig
)	MR.P.PONVASAN(Faculty)	D. C. Meran
)	MRS.N.RAJESHWARI(Faculty)	Forwaren
	MR.RASHEED KHAN(Faculty)	Day
	MR.T.N.BALAJI(Faculty)	Rollerd

Sri Raaja Raajan College of Engg. & Toch Amaravathipudur, Karaikudi - 62 Sivagangai Dist Tam

office: No. 1, S.K.M. Building, T.T. Nagar I\* Street, Karaikudi - 630 001.



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Ph: 04565 - 234230 / 326132

Fax : 04565 - 234430

Mobile: 73737 11322, 73737 11333 B-mail: street2010@gmail.com Website: www.raajarnajan.org

#### CIRCULAR

DATE: 19.10.2020

## STUDENT COUNSELLING CELL

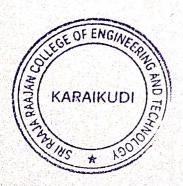
It is proposed to conduct the meeting for the current academic year 2020-2021 (odd semester) on October 19, 2020 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

## Agenda

- > Action for giving counselling to under-performers (students)
- > Seminar for the students
- > Career guidance programme

Co-ordinator

Principal Principal



PRINCIPAL
Sri Raaja Raajan College of Engg. & Tech
Amaravathipudur, Karaikudi - 630 301
Sivagangai Dist. Tamil Nadu

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146 /4B1, Amaravathi Village, Amaravathipudur (Po.), Karaikudi – 630 301, Ph: 04565 – 234230 / 326132

Fax : 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

Name of the Committee

:Student Counselling cell

Academic year

:2020-2021

**Meeting No** 

:1

Date & time

:19.10.2020

Venue

:Library Hall

## MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on October 19, 2020 in the library hall, at 2.00 pm with the following members:

1.Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,

2.DR.CHITRA, MCA., M.Phil., NET, Ph.D.,

3.DR.AL.MAYILVAHANAN (Principal)

4.MR.MAHALINGA SURESH (Faculty)

5.DR..X.HYACINTH SUGANTHI(Faculty)

6.MR.PL.SUBRAMANIYAN

7.MR.P.PONVASAN(Faculty)

8.MRS.N.RAJESHWARI(Faculty)

9.MR.RASHEED KHAN(Faculty)

10.MR.T.N.BALAJI(Faculty)



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146 /4B1. Amarayathi Village,

Amaravathipudur (Po.), Karaikudi - 630 301. Ph: 04565 - 234230 / 326132

: 04565 - 234430 Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

# The following resolutions were passed unanimously:

No:1. Resolved that the career guidance programme for the year 2020-2021 shall start w.e.f the next semester

- No:2. Resolved that the plan of action for giving counselling to under-performers (students) shall be taken in consultation with IQAC, and the matter shall be put up in the Academic council of the college to take necessary action by the various departments.
- No:3. Resolved to organize a seminar for the students of SRRCET College on 'Personality Development'. Moreover, a resource person may be invited from other college.
- No:4. Appreciation Note: The members present in the meeting expressed their appreciation to the principal for taking the step to institute a "Guidance Cell" which is very much needed in today's world. All members were present to resolve wholeheartedly to work for the personality Development of our students.

**Co-ordinator** 

List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Selective
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	Chifra
3)	DR.AL.MAYILVAHANAN (Principal)	(Why)
4)	MR.MAHALINGA SURESH (Faculty)	IN
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	0.7
	MR.PL.SUBRAMANIYAN	0 01
') l	MR.P.PONVASAN(Faculty)	1 Sulman
(1)	MRS N.RAJESHWARI(Faculty)	tomaren
SE OF	R KASHEED KHAN(Faculty)	Marie
an I	MR.T.N.BANAJI(Faculty)	Verleed

Frust Office: No. 1, S.K.M. Building, T.T. Nagar I\* Street, KaraBridaaigs Barrian College of Engg. & Tech Ph: 04565 - 234230, Mobile: 73737 11331, 73737 17338 ravathipudur, Karaikudi - 630 201

Sivagangai Dist. Tamil Not

146 /4B1, Amaravathi Village, Amaravathipudur (Po.), Karaikudi – 630 301, Ph: 04565 – 234230 / 326132

Fnx : 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

#### CIRCULAR

DATE: 20.01.2021

## STUDENT COUNCELLING CELL

It is proposed to conduct the meeting for the current academic year 2020-2021 (odd semester) on January 20, 2021 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

#### Agenda

- > Action for giving counselling to under performers (students)
- > Seminar for the students
- Career guidance programme

Co-Ordinator

Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech Amaravathipudur, Karaikudi - 630 301 Sivagangai Dist. Tamil Nadu





146 /401, Amaravathi Village, Amaravathipushu (Po.), Kara(kudi - 630 301, Ph.: 04565 - 234210 / 326132

Pax : 04565 - 234430

Mobile ; 73737 11322, 73737 11333 E-mail ; street2010@gmail.com Website: www.raajamajan.org

Name of the Committee

:Student Counselling cell

Academic year

:2020-2021

**Meeting No** 

:2

Date & time

:20.01.2021

Venue

:Library Hall

## MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on January 21, 2021 in the library hall, at 2.00 pm with the following members:

1.Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,

2.DR.CHITRA, MCA., M.Phil., NET, Ph.D.,

3.DR.AL.MAYILVAHANAN (Principal)

4.MR.MAHALINGA SURESH (Faculty)

5.DR..X.HYACINTH SUGANTHI(Faculty)

6.MR.PL.SUBRAMANIYAN

7.MR.P.PONVASAN(Faculty)

8.MRS.N.RAJESHWARI(Faculty)

9.MR.RASHEED KHAN(Faculty)

10.MR.T.N.BALAJI(Faculty)



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: 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

# The following resolutions were passed unanimously:

No.1: Resolved that the career guidance programme for the year 2020-21 shall start w.e.f the next semester

No.2 : Resolved that the plan of action for giving counselling to under-performers (students) shall be taken in consultation with IQAC, and the matter shall be put up in the Academic council of the college to take necessary . action by the various departments.

No 3: Resolved to organize a seminar for the students of SRRCET College on 'Personality Development'. Moreover, a resource person may be invited from other college.

No 4: Appreciation Note: The members present in the meeting expressed their appreciation to the principal for taking the step to institute a "Guidance Cell" which is very much needed in today's world. All members present resolved to commit themselves wholeheartedly to work for the personality development of our students.

Saleshor Co-ordinator

KARAIKUDI

List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Salethirel
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	olika 1
3)	DR.AL.MAYILVAHANAN (Principal)	(Real)
	MR.MAHALINGA SURESH (Faculty)	W
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	my
6)	MR.PL.SUBRAMANIYAN	P1 Colour
7)	MR.P.PONVASAN(Faculty)	D. Sum
3)	MRS.N.RAJESHWARI(Faculty)	Maran
9)	MR.RASHEED KHAN(Faculty)	Reyl.
	AR:T.N.BALAJI(Faculty)	The l
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Wills Trust Office: No. 1, S.K.M. Building, T.T. Nagar I' Street, Karaikudi - 630 001.

146 /4IU, Amarovathi Village, Amaravathipudur (Po.), Karaikudi ~ 610 301, Ph.: 04563 ~ 234230 / 326132

Firs : 04565 - 234430 Mobile : 73737 11322, 73737 11333 B-mail : street2010@gmail.com Website: www.ranjaranjan.org

## CIRCULAR

DATE: 22.03.2021

## STUDENT COUNCELLING CELL

It is proposed to conduct the meeting for the current academic year 2020-2021 (odd semester) on March 22, 2021 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

## Agenda

- > Action for giving counselling to under performers (students)
- > Seminar for the students
- Career guidance programme

Co-Ordinator

Principal



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Name of the Committee :Student Counselling cell

Academic year :2020-2021

Meeting No :3

Date & time :22.03.2021 Venue :Library Hall

#### MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on March 22, 2021 in the library hall, at 2.00 pm with the following members:

1.Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,

2.DR.CHITRA, MCA., M.Phil., NET, Ph.D.,

3.DR.AL.MAYILVAHANAN (Principal)

4.MR.MAHALINGA SURESH (Faculty)

5.DR..X.HYACINTH SUGANTHI(Faculty)

6.MR.PL.SUBRAMANIYAN

7.MR.P.PONVASAN(Faculty)

8.MRS.N.RAJESHWARI(Faculty)

9.MR.RASHEED KHAN(Faculty)

10.MR.T.N.BALAJI(Faculty)





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Fax : 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

## The following resolutions were passed unanimously:

No.1: Resolved that the career guidance programme for the year 2020-21 shall start w.e.f the next semester

No.2: Resolved that the plan of action for giving counselling to under-performers (students) shall be taken in consultation with IQAC, and the matter shall be put up in the Academic council of the college to take necessary, action by the various departments.

No 3: Resolved to organize a seminar for the students of SRRCET College on 'Personality Development'. Moreover, a resource person may be invited from other college.

No 4: Appreciation Note: The members present in the meeting expressed their appreciation to the principal for taking the step to institute a "Guidance Cell" which is very much needed in today's world. All members were present to resolve wholeheartedly to work for the personality development of our students.

Co-ordinator

**Principal** 

List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Southird
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	Mits
3)	DR.AL.MAYILVAHANAN (Principal)	mo
4)	MR.MAHALINGA SURESH (Faculty)	M
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	hu
6)	MR.PL.SUBRAMANIYAN	P.L. July
7)	MR.P.PONVASAN(Faculty)	Romeran
8)	MRS.N.RAJESHWARI(Faculty)	Rey
9)	MR.RASHEED KHAN(Faculty)	Reslud
10)	BALAJI(Faculty)	ON BORP.

PRINCIPAL

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Trust Office: No. 1, S.K.M. Building, T.T. Nagar Is Street, Karaikudi - 630 001.

146 /4B1, Amaravathi Village, Amaravathipudur (Po.), Kamikisdi - 630 301, Ph: 04565 - 234230 / 326132

Fnx : 04565 - 234430

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#### **CIRCULAR**

DATE: 21.07.2021

#### STUDENT COUNCELLING CELL

It is proposed to conduct the meeting for current academic year 2021-2022 (odd semester) on July 21, 2021 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

#### Agenda

- > Activities for the odd semester are discussed.
- > Seminar for the students.
- > Discussion regarding the allocation of responsibilities.

Co-Ordinator

Principal Principal

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Fnx : 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

Name of the Committee

:Student Counselling cell

Academic year

:2021-2022

**Meeting No** 

:1

Date & time

:21.07.2021

Venue

:Library Hall

## MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on July 21, 2021 in the library hall, at 2.00 pm with the following members:

1.Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,

2.DR.CHITRA, MCA., M.Phil., NET, Ph.D.,

3.DR.AL.MAYILVAHANAN (Principal)

4.MR.MAHALINGA SURESH (Faculty)

5.DR..X.HYACINTH SUGANTHI(Faculty)

6.MR.PL.SUBRAMANIYAN

7.MR.P.PONVASAN(Faculty)

8.MRS.N.RAJESHWARI(Faculty)

9.MR.RASHEED KHAN(Faculty)

10.MR.T.N.BALAJI(Faculty)



Trust Office: No. 1, S.K.M. Building, T.T. Nagar Is Street, Karaikudi - 630 001.



# SRI RAAJA RAAJAN

#### COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Anna University)

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Mobile: 73737 11322, 73737 11333 E-mail: srrce12010@gmail.com Website: www.raajaraajan.org

## The following resolutions were passed unanimously:

No.1: Resolved to plan two activities per semester

No.2 : Resolved that the plan of action conduction seminar for the students on "carrier oriented programme"

No:3. Resolve to discuss the allocation of representative among the committee members.

No 4: Appreciation Note: The members present in the meeting expressed their appreciation to the principal for taking the step to institute a "Guidance Cell" which is very much needed in today's world. All members present to resolve wholeheartedly to work for the personality development of our students.

Co-ordinator

Principal

## List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Salethive
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	Chiles
3)	DR.AL.MAYILVAHANAN (Principal)	Mass
4)	MR.MAHALINGA SURESH (Faculty)	W
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	ing
6)	MR.PL.SUBRAMANIYAN	P. L. Sulm
7)	MR.P.PONVASAN(Faculty)	Romasey
3) I	MRS.N.RAJESHWARI(Faculty)	Rapi
9) [	MR.RASHEED KHAN(Faculty)	Rosland
10)	AR.T.N.BALAJI(Faculty)	T. N. Rang.

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Pnz (64565 ~ 234430 Meanle (73737 11322, 73737 11333

Fernail : micel2010/0/gmail.com Wetrate: www.raajaraajan.org

#### CIRCULAR

DATE: 15.11.2021

#### STUDENT COUNCELLING CELL

It is proposed to conduct the meeting for the current academic year 2021-2022 (odd semester) on November 15, 2021 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

#### Agenda

- > Counselling for students to overcome financial trouble
- > Implementing career guidance program
- > Psychological testing

Co-Ordinator

Principal



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Fnx : 04565 - 234430

Mobile: 73737 11322, 73737 11333 E-mail: srreet2010@gmail.com Website: www.raajaraajan.org

Name of the Committee

:Student Counselling cell

Academic year

:2021-2022

**Meeting No** 

:2

Date & time

:15.11.2021

Venue

:Library Hall

#### MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on November 15, 2021 in the library hall, at  $2.00\,\mathrm{pm}$  with the following members :

1.Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., NET, Ph.D.,

2.DR.CHITRA, MCA., M.Phil., NET, Ph.D.,

3.DR.AL.MAYILVAHANAN (Principal)

4.MR.MAHALINGA SURESH (Faculty)

5.DR..X.HYACINTH SUGANTHI(Faculty)

6.MR.PL.SUBRAMANIYAN

7.MR.P.PONVASAN(Faculty)

8.MRS.N.RAJESHWARI(Faculty)

9.MR.RASHEED KHAN(Faculty)

10.MR.T.N.BALAJI(Faculty)



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# SRI RAAJA RAAJAN

## COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Anna University)

146/4B1, Amaravathi Village, Amaravathipudur (Po.), Karaikudi - 630 301. Pb: 04565 - 234230 / 326132

: 04565 -- 234430 Mobile: 73737 11322, 73737 11333 E-mail: srrcet2010@gmail.com Website: www.raajaraajan.org

## The following resolutions were passed unanimously:

No.1: Counselling students to overcome financial trouble and guiding for financial assistance from banks and getting a scholarship for students through various organizations

No: 2. Resolved to plan and implement career guidance program in.

- stress management
- > Emotional intelligence
- A Selfawareness
- Learning disabilities

No:3. Resolved to psychological testing in areas of

- Aptitude
- Intelligence
- Interest
- Stress and anxiety

N0:4. Committee members responsibilities were discussed.

Salvel

KARAIKUD,

List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	Selffind
3)	DR.AL.MAYILVAHANAN (Principal)	chiha
4)	MR.MAHALINGA SURESH (Faculty)	ma
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	M
	MR.PL.SUBRAMANIYAN	M
7)	MR.P.PONVASAN(Faculty)	1. Charles
	MRS.N.RAJESHWARI(Faculty)	Kanvacan
9)	MR.RASHEED KHAN(Faculty)	Kagi
10)	MR.T.N.BALAII(Faculty)	Racheed
COLLEG	SE OF ENGL	1 V.N. Bry

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: 04565 - 234430 Fax

Mobile: 73737 11322, 73737 11333 E-mail : srrcet2010@gmail.com Website: www.raajaraajan.org

## CIRCULAR

DATE: 19.1.2022

## STUDENT COUNCELLING CELL

It is proposed to conduct the meeting for the current academic year 2021-2022 (odd semester) on January 19, 2022 at 2.00 pm in library hall. The committee members are requested to attend the meeting.

## Agenda

- Counselling students to overcome financial trouble
- Implementing career guidance program
- Psychological testing

**Oco-Ordinator** 



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Trust Office: No. 1, S.K.M. Building, T.T. Nagar Is Street, Karaikudi - 630 001.



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Fac 04585 214430 Mobile : 33717 11322, 73737 11343 E-mail : street20116@gmail.com Wofsito: www.raajarsajan.org

Name of the Committee

:Student Counselling cell

Academic year

:2021-2022

Meeting No

:3

Date & time

:19.1.2022

Venue

:Library Hall

## MINUTES OF THE MEETING

The meeting of the guidance cell committee was held on January 19, 2022 in the library hall, at 2.00 pm with the following members:

1.Dr.SAKTHIVEL PANDIYAN, M.Com., MBA, M.Phil., NET, Ph.D.,

2.DR.CHITRA, MCA., M.Phil., NET, Ph.D.,

3.DR.AL.MAYILVAHANAN (Principal)

4.MR.MAHALINGA SURESH (Faculty)

5.DR.X.HYACINTH SUGANTHI(Faculty)

6.MR.PL.SUBRAMANIYAN

7.MR.P.PONVASAN(Faculty)

8.MRS.N.RAJESHWARI(Faculty)

9.MR.RASHEED KHAN(Faculty)

10.MR.T.N.BALAJI(Faculty)



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Fix : 04565 - 234430 Mobile : 73737 11322, 73737 11333 E-mail : street2010@gmail.com

Website: www.ranjarnajan.org

## The following resolutions were passed unanimously:

No.1: Resolved to provide orientation to the students about the learning resources and other technological arrangements and the material that instructors may use to carry out instruction and facilitate the achievement of a student's educational goals

No:2. Resolved to follow up on pupils who come late and to identify barriers and reasons for absence.

No:3. Resolved to achieve a better academic performance through better employment benefits, higher income, higher self-esteem and self - confidence, low levels of anxiety and depression, and less likely to engage in substance abuse

No:4. Committee members responsibilities were discussed.

Co-ordinator

KARAIKUDI

List of committee members participated

Name	Signature
Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil.,	Kalethinel
DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	Salethinel
DR.AL.MAYILVAHANAN (Principal)	ma
MR.MAHALINGA SURESH (Faculty)	IW-
MRS.X.HYACINTH SUGANTHI(Faculty)	sug
MR.PL.SUBRAMANIYAN	Dusuly
MR.P.PONVASAN(Faculty)	Ponvaray
MRS.N.RAJESHWARI(Faculty)	Ramin
MR.RASHEED KHAN(Faculty)	Radial
MR.T.N.BALAJI(Faculty)	C D
	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA., M.Phil., DR.CHITRA, MCA., M.Phil., NET, Ph.D., DR.AL.MAYILVAHANAN (Principal) MR.MAHALINGA SURESH (Faculty) MRS.X.HYACINTH SUGANTHI(Faculty) MR.PL.SUBRAMANIYAN MR.P.PONVASAN(Faculty) MRS.N.RAJESHWARI(Faculty) MR.RASHEED KHAN(Faculty)

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