



# SRI RAAJA RAAJAN

## COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved By AICTE - New Delhi & Affiliated to Anna University)

U-6, 201, Amaravathi Village,

Amaravathipudur (Po)

Karaikudi - 630 001

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Mobile - 73737 11331, 73737 11331

E-mail - srceet201@rediffmail.com

Website - www.raajaraajan.org

### 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:

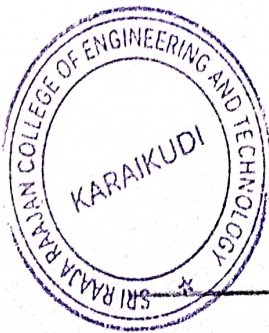
- University statutes and ordinances
- Appoints the secretary

Co-Ordinator

Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech.  
Amaravathipudur, Karaikudi - 630 001  
Sivagangai Dist. Tamil Nadu



Trust Office : No. 1, S.K.M. Building, T.T. Nagar I<sup>st</sup> Street, Karaikudi - 630 001.

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# SRI RAAJA RAAJAN

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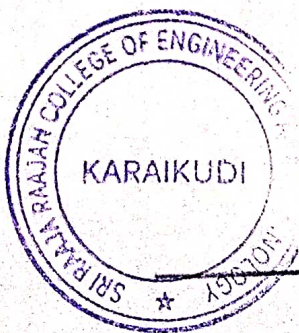
Fax : 04565 - 234430  
Mobile : 73737 11322, 73737 11333  
E-mail : street2010@gmail.com  
Website : www.raajaraajan.org

**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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Mobile: 73737 11322, 73737 11331  
E-mail: srcei2010@gmail.com  
Website: www.raajaraajan.org

## List of committee members participated

S.NO	NAME	SIGNATURE
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)	

## THE MINUTES OF THE MEETING ARE AS FOLLOWS:

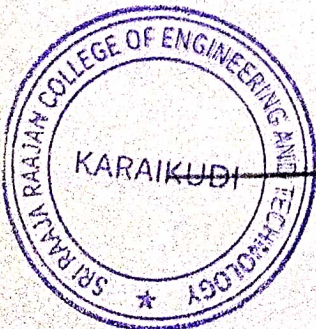
1. The staff counselling includes with each teaching staff,the librarian,and Director of Physical Education.
2. Subject to the guidelines of the Act, the statute's and the University's ordinances, the principal will serve as counselling incharge for decisions that the staff counseling is required to 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.

Co-Ordinator

Principal

**PRINCIPAL**

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



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### CIRCULAR

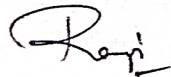
DATE: 16.10.2017


### STAFF COUNSELLING MEETING

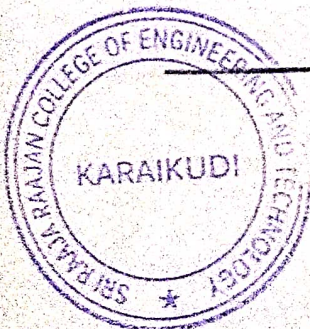
It is proposed to conduct the meeting for the current academic year 2017-2018 (odd semester) on 16.10.2017 at 2.00pm in seminar hall. The committee members are requested to attend the meeting

#### AGENDA:

- Time - Table
- Organizing extracurricular activities

  
Co-Ordinator

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



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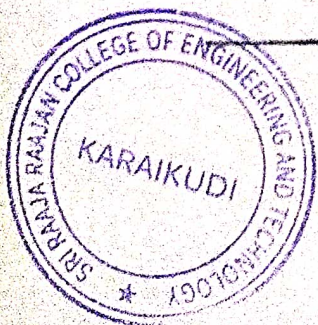
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Website: www.raajaraajan.org

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)



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Website : www.raajaraajan.org

## List of committee members participated

S.NO	NAME	SIGNATURE
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)	

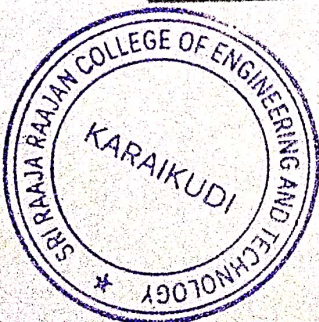
## MINUTES OF THE MEETING :

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

Co-Ordinator

Principal

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



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### 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:

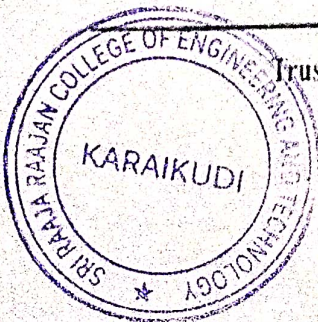
- Committees appointed by the board

Co-Ordinator

Principal

**PRINCIPAL**

Sri Raaja Raajan College of Engg. & Tech  
Amaravathipudur, Karaikudi - 630 301  
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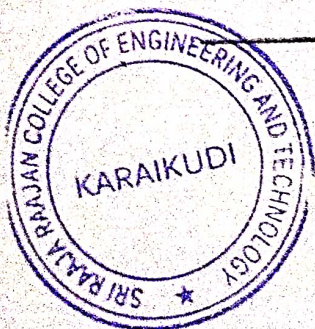
Fax : 04565 - 234430  
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Website : www.raajaraajan.org

**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 2pm 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)
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E-mail - srrcet2010@gmail.com

Website - www.raajaraajan.org

## List of committee members participated

S.NO	NAME	SIGNATURE
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	
9	MR.T.N.BALAJI	

## THE MINUTES OF THE MEETING:

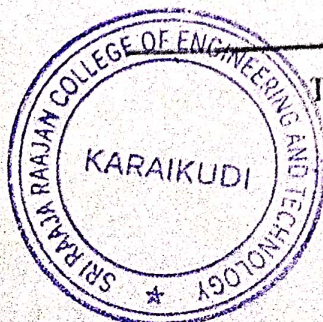
- The staff counselling operates through committees appointed by the board, ordinarily
  - One Should not be a member of more than two committees at the same time.
  - One should not serve as a committee member for more than two consecutive terms
- The principal has the right to be present and to speak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

Co-Ordinator

Principal

**PRINCIPAL**

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

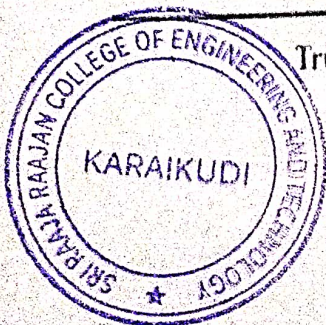
- Discussion on the preparation of the activation of IQAC for the year 2018-19 on (15.07.2018)

Co-Ordinator

Principal

**PRINCIPAL**

Sri Raaja Raajan College of Engg. & Tech  
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Website : www.raajarajan.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

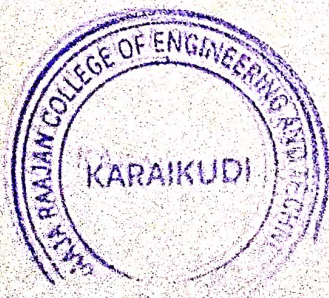
### Minutes of the meeting

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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## List of committee members participated

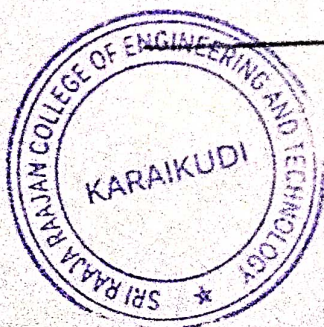
S.NO	NAME	SIGNATURE
1.	MRS.N.RAJESHWARI (IQAC Coordinator)	
2.	DR.A.KUMARAVADIVEL (Principal)	
3.	DR.K.SRINIVASAN(Faculty)	
4.	DR.K.SUNDARAM (Faculty)	
5.	MR.MAHALINGA SURESH (Faculty)	
6.	MRS.X.HYACINTH SUGANTHI(Faculty)	
7.	MR.PL.SUBRAMANIYAN(Faculty)	
8.	MR.P.PONVASAN(Faculty)	
9.	MR.RASHEED KHAN(Faculty)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

## 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 Coordinator and 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 criterion in both hardcopy and electronic form until (23.07.2018)

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech  
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### 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

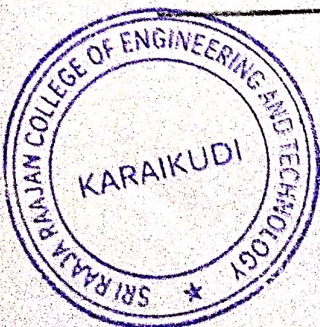
#### AGENDA:

- Declaring Rules and Regulations
- Organizing extracurricular activities

  
Co-ordinator

  
Principal

PRINCIPAL  
Sri Raaja Raajan College of Engg. & Tech  
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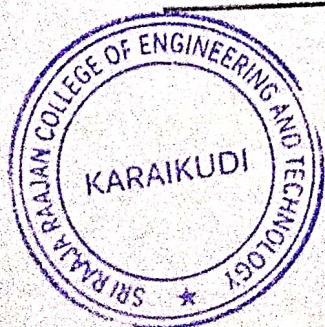
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<b>Name of the Committee</b>	<b>: Staff Counselling Meeting</b>
<b>Academic Year</b>	<b>: 2018-2019</b>
<b>Meeting No</b>	<b>: 2</b>
<b>Date &amp; Time</b>	<b>: 22.10.2018 &amp; 2.00 pm</b>
<b>Venue</b>	<b>: Seminar Hall</b>

## Minutes of the meeting

The staff council meeting was held on 22.10.2018 at 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)
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8. MR.P.PONVASAN (Faculty)
9. MR.RASHEED KHAN (Faculty)
10. MR.T.N.BALAJI (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 : sreet2010@gmail.com  
Website : www.raajaraajan.org

## List of committee members participated

S.NO	NAME	SIGNATURE
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)	

## THE MINUTES OF THE MEETING:

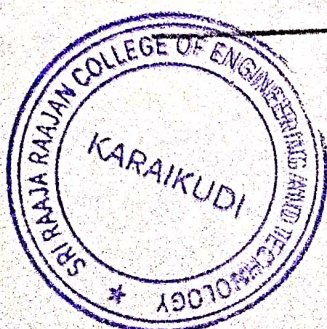
- The staff counselling operates through committees appointed by the board, ordinarily
  - No one should be a member of more than two committees at the same time.
  - No one should serve as a committee member for more than two consecutive terms.
- The principal has the right to be present and to speak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

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<sup>st</sup> Street, Karaikudi - 630 001.

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





# SRI RAAJA RAAJAN

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Mobile : 73737 11322, 73737 11333  
E-mail : srceet2010@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

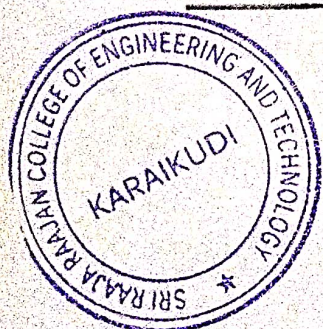
#### AGENDA:

- Time table
- Organizing extracurricular activities

Co-Ordinator

Principal

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



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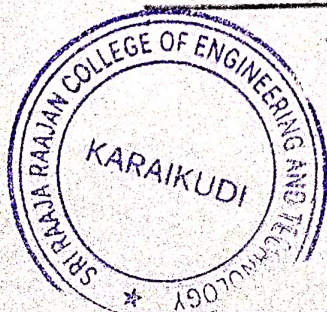
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<b>Name of the Committee</b>	<b>: Staff Counselling Meeting</b>
<b>Academic Year</b>	<b>: 2018-2019</b>
<b>Meeting No</b>	<b>: 3</b>
<b>Date &amp; Time</b>	<b>: 11.02.2019 &amp; 2.00 pm</b>
<b>Venue</b>	<b>: Seminar Hall</b>

### 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)



---

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### List of committee members participated

S.NO	NAME	SIGNATURE
1	MRS.N.RAJESHWARI (IQAC Co-Ordinator)	
2	DR.A.KUMARAVADIVEL (Principal)	
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4	DR.K.SUNDARAM (Faculty)	
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8	MR.P.PONVASAN(Faculty)	
9	MR.RASHEED KHAN(Faculty)	
10	MR.T.N.BALAJI(Faculty)	

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

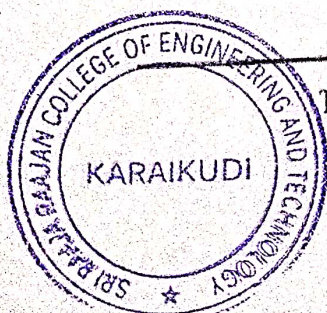
- The staff counselling shall decide on the following issues, subject to the provisions of the Act, The statues, and the university's ordinance.
  - Preparation of college time table
  - Allocation of extra - curricular work to teachers without payment of remuneration.
  - Organizing extracurricular activities such as student cultural activities, sports, games, 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. Organizing admission of student.
- 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.
  - Discussion on appointing new staff in the department and also for uplifting the department.
  - Formulation of admission policy within the framework of the policy laid down by the university.
  - Formulation of guidelines regarding discipline of the students.
  - Formulation of policies for recommending staff details for participation in seminars and conferences and for financial assistances.

Co-Ordinator

Principal  
**PRINCIPAL**

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

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E-mail : srict2010@gmail.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:

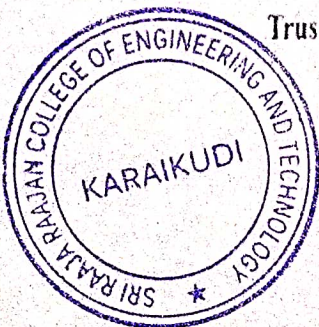
- University statutes and ordinance
- Appoint the secretary

  
Co-Ordinator

  
Principal

**PRINCIPAL**

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



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Website : www.raajaraajan.org

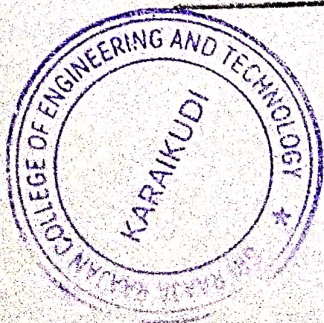
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<b>Name of the Committee</b>	<b>: Staff Counselling Meeting</b>
<b>Academic Year</b>	<b>: 2019-2020</b>
<b>Meeting No</b>	<b>: 1</b>
<b>Date &amp; Time</b>	<b>: 11.02.2019 &amp; 2.00 pm</b>
<b>Venue</b>	<b>: Seminar Hall</b>

## 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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Website : www.raajaraajan.org

## List of committee members participated

S.NO	NAME	SIGNATURE
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)	

## THE MINUTES OF THE MEETING ARE AS FOLLOWS:

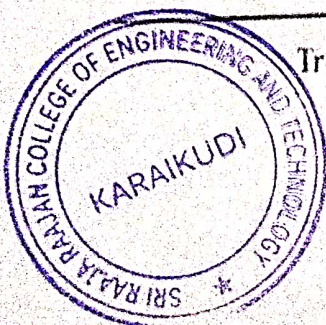
1. The staff counselling includes with each teaching staff, the librarian, and the director of physical education.
2. Subject to the guidelines of the Act, the statute's and the University's ordinances, the principal will serve as Principal-in-counselling for decisions that the staff counselling is required 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 run for reelection a second time.

Co-Ordinator

Principal

**PRINCIPAL**

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



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

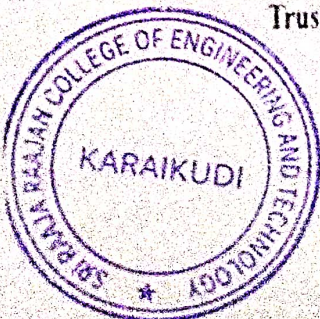
Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech  
Amaravathipudur, Karaikudi - 630 301  
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E-mail : srccet2010@gmail.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:

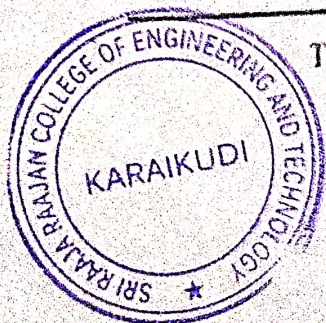
1. MRS.N.RAJESHWARI (IQAC Co-Ordinator)
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- 3.MR.MAHALINGA SURESH (Faculty)
- 4.DR..X.HYACINTH SUGANTHI(Faculty)
- 5.MR.PL.SUBRAMANIYAN(Faculty)
- 6.MR.P.PONVASAN(Faculty)
- 7.MR.RASHEED KHAN(Faculty)
- 8.MR.T.N.BALAJI(Faculty)

  
**Co-Ordinator**

  
**Principal**

**PRINCIPAL**

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## List of committee members participated

S.NO	NAME	SIGNATURE
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5	MR.PL.SUBRAMANIYAN(Faculty)	
6	MR.P.PONVASAN(Faculty)	
7	MR.RASHEED KHAN(Faculty)	
8	MR.T.N.BALAJI(Faculty)	

## THE MINUTES OF THE MEETING :

1. The staff counselling shall decide on the following issues, subject to the provisions of the Act, the statutes, 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. 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.

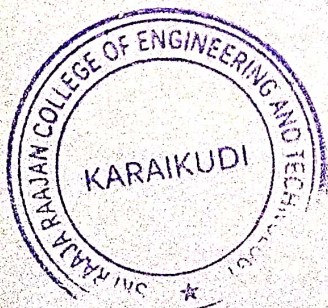
Co-Ordinator

Principal  
PRINCIPAL

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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:

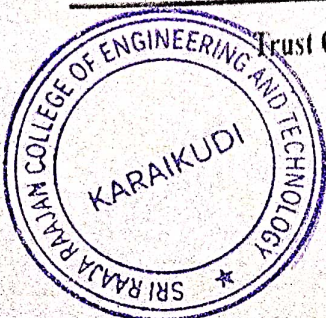
- Committees appointed by the Board

Co-Ordinator

Principal

#### PRINCIPAL

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Website : www.raajaraajan.org

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:

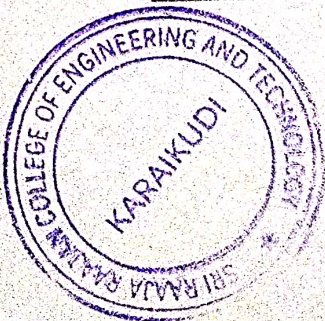
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**Co-Ordinator**

**Principal**

**PRINCIPAL**

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## List of committee members participated

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6	MR.P.PONVASAN(Faculty)	
7	MR.RASHEED KHAN(Faculty)	
8	MR.T.N.BALAJI(Faculty)	

## THE MINUTES OF THE MEETING ARE AS FOLLOWS:

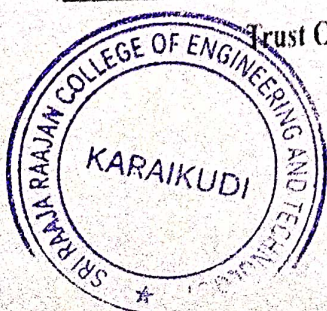
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  - No one should be a member of more than two committees at the same time.
  - No one should serve as a committee member for more than two consecutive terms
- The principal has the right to be present and to speak at any meeting of any committee
  - 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
  - The decisions of the committee are communicated to the next meeting of the staff counselling for approval,if necessary.
- Roles involved in conducting staff counselling meeting in accordance with the regulations promulgated on this subject.

Co-Ordinator

Principal

**PRINCIPAL**

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E-mail : srrect2010@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:**

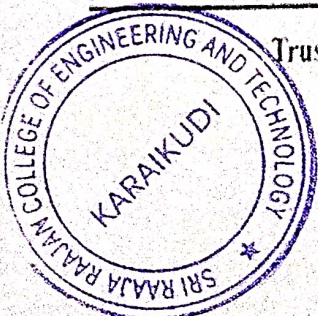
Discuss on the preparation of IQAC for the academic year 2018- 2019 on 12.07.2021

**Co-Ordinator**

**Principal**

**PRINCIPAL**

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



Trust Office : No. 1, S.K.M. Building, T.T. Nagar I<sup>st</sup> Street, Karaikudi - 630 001.

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# SRI RAAJA RAAJAN

## COLLEGE OF ENGINEERING AND TECHNOLOGY

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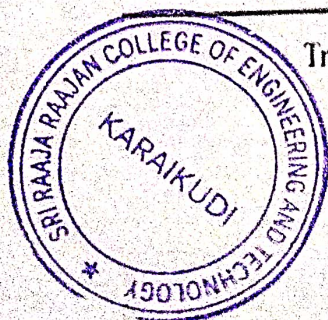
Fax : 04565 - 234430  
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E-mail : srrect2010@gmail.com  
Website : www.raajaraajan.org

<b>Name of the Committee</b>	<b>: Staff Counselling Meeting</b>
<b>Academic Year</b>	<b>: 2021-2022</b>
<b>Meeting No</b>	<b>: 1</b>
<b>Date &amp; Time</b>	<b>: 12.07.2021 &amp; 2.00 pm</b>
<b>Venue</b>	<b>: Seminar Hall</b>

### 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)



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E-mail: sreet2010@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)	
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)	

## THE MINUTES OF THE MEETING ARE:

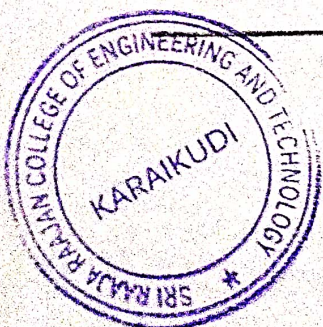
1. The subject of academic performance , activities, research and development, infrastructure, testing, and result analysis for the academic year 2018-19 werediscussed by the IQAC coordinator and departmental evaluation was conducted.
2. Faculty members were assigned to complete the works in IQAC which 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  
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### 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:

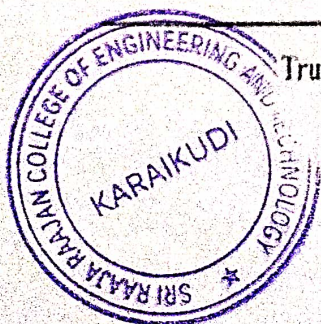
- Rules and Regulations promulgated
- Organizing extracurricular activities

Co-Ordinator

Principal

**PRINCIPAL**

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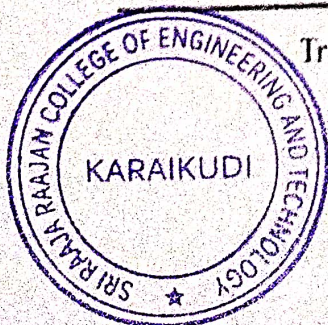
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Website : www.raajaraajan.org

<b>Name of the Committee</b>	<b>: Staff Counselling Meeting</b>
<b>Academic Year</b>	<b>: 2021-2022</b>
<b>Meeting No</b>	<b>: 2</b>
<b>Date &amp; Time</b>	<b>: 11.10.2021 &amp; 2.00 pm</b>
<b>Venue</b>	<b>: Seminar Hall</b>

### 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)
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- 8.MR.RASHEED KHAN(Faculty)
- 9.MR.T.N.BALAJI(Faculty)



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E-mail : srceet2010@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)	
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)	

## THE MINUTES OF THE MEETING ARE AS FOLLOWS:

- The staff counselling operates through committees appointed by the board, ordinarily
  - No one should be a member of more than two committees at the same time.
  - No one should serve as a committee member for more than two consecutive terms
- The principal has the right to be present and to speak at any meeting of any committee
  - 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
  - The decisions of the committee are communicated to the next meeting of the staff counselling for approval, if necessary.
- Roles involved in conducting staff counselling meeting in accordance with the regulations promulgated on this subject.

Co-Ordinator

Principal

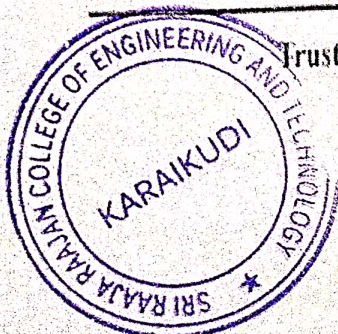
PRINCIPAL

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### 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 2.00pm in seminar hall. The committee members are requested to attend the meeting

#### AGENDA:

- Time table
- Organizing extracurricular activities

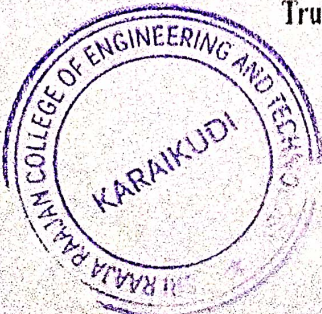
  
Co-Ordinator

  
Principal

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Name of the Committee	: 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)
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8. MR.RASHEED KHAN (Faculty)
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### List of committee members participated

S.NO	NAME	SIGNATURE
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)	
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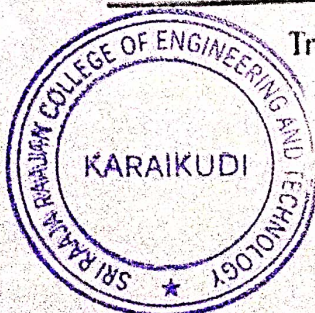
### THE MINUTES OF THE MEETING ARE AS FOLLOWS:

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
- Allocation of extra curricular work to teachers without payment of remuneration.
- Organizing extracurricular activities such as student activities , sports, games, 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

Principal



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## CIRCULAR

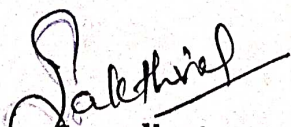
DATE: 15.06.2017


### STUDENT COUNSELLING CELL

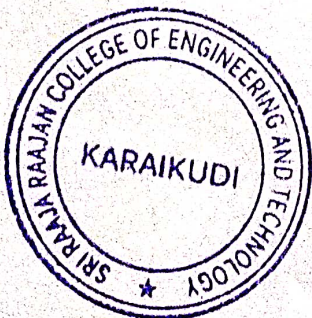
It is proposed to conduct the meeting for current academic year 2017-2018 (odd semester) on June 15 2017 at 2.00 pm at library hall. The committee members are requested to attend the meeting.

#### Agenda

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

  
Co-ordinator

  
Principal



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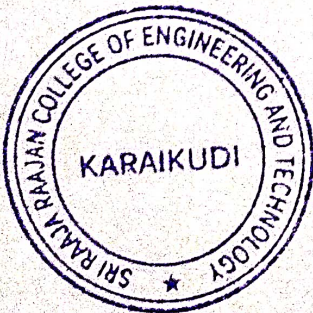
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Website: www.raajaraajan.org

Name of the Committee	:Student Counselling cell
Academic year	:2017-2018
Meeting No	:1
Date & time	:15.06.2017
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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## The following resolutions were passed unanimously:

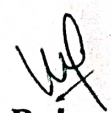
No.1: Resolved that the career guidance programme for the year 2017-18.

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.

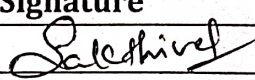
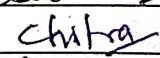



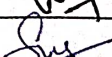
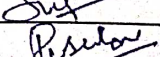
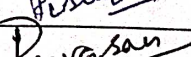
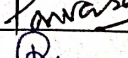
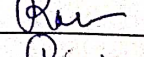
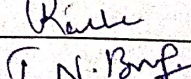
No 3 : Resolved to organize seminar on 'Personality Development', for the students of SRRCE College. Moreover, a resource person may be invited from other college.

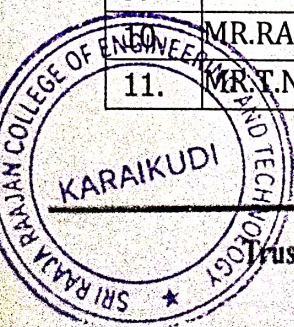
No 4: Appreciation Note : The members present in the meeting expressed their appreciation to the principal for taking the step to institute a "Guidance Cell" which is very much needed in today's world. All members were present resolved to resolve wholeheartedly to work for the personality Development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

  
Co-ordinator

  
Principal

## List of committee members participated

S.no	Name	Signature
1.	Dr.SAKTHIVEL PANDIYAN, <u>M.Com</u> , MBA, M.Phil.,	
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)	
	MR.RASHEED KHAN(Faculty)	
11.	MR.T.N.BALAJI(Faculty)	



  
PRINCIPAL

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Website: www.raajaraajan.org

## CIRCULAR

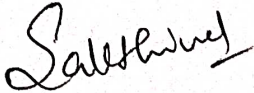
DATE: 16.10.2017

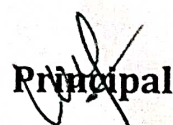
### STUDENT COUNSELLING CELL

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

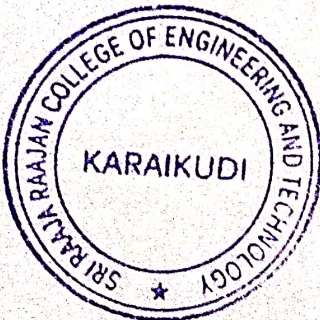
- Conduct awareness programme on wellness and health values
- Counseling programme for the students

  
**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<sup>st</sup> Street, Karaikudi - 630 001.

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





# **SRI RAAJA RAAJAN**

## **COLLEGE OF ENGINEERING AND TECHNOLOGY**

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

146 /M1, Amravathi Village,  
Amaravathipuram (Po.),  
Karaikudi - 630 301,  
Ph : 04565 - 234230 / 326132

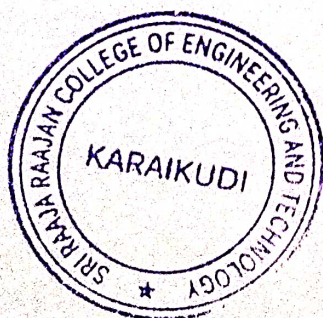
Fax : 04565 - 234430  
Mobile : 73737 11322, 73737 11333  
E-mail : sree2010@gmail.com  
Website : www.raajaraajan.org

<b>Name of the Committee</b>	<b>Student Counseling Cell</b>
<b>Academic year</b>	<b>2017-2018</b>
<b>Meeting No</b>	<b>2</b>
<b>Date &amp; time</b>	<b>16.10.2017</b>
<b>Venue</b>	<b>Library Hall</b>

### **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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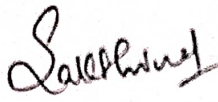
The following resolution were passed unanimously:

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.

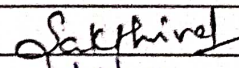
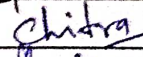









No:3. Resolved to organize a seminar for the students of SRRCE College on 'Personality Development'. Moreover, a resource person may be invited from other college.

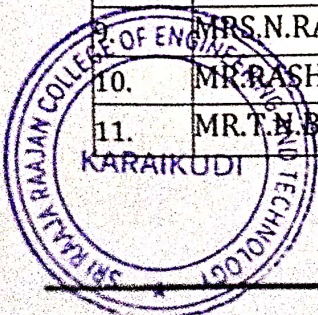
No: 4. committee members responsibilities were discussed.

  
Co-Ordinator

  
Principal

List of committee members participated

S.no	Name	Signature
1.	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA, M.Phil.,	
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)	



PRINCIPAL

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Website: www.raajaraajan.org

### CIRCULAR

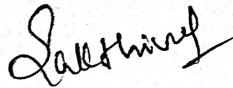
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#### STUDENT COUNSELLING-CELL

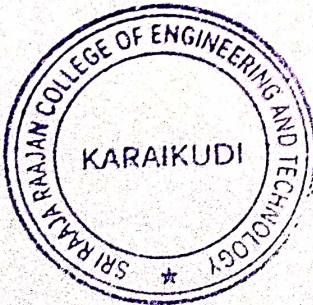
It is proposed to conduct the meeting for the current academic year 2017-2018 (Even semester) on January 17, 2018 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

#### 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**



**PRINCIPAL**  
Sri Raaja Raajan College of Engg. & Tech  
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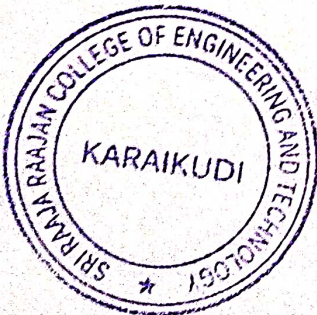
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Mobile : 73737 11322, 73737 11333  
E-mail : [srrect2010@gmail.com](mailto:srrect2010@gmail.com)  
Website: [www.raajaraajan.org](http://www.raajaraajan.org)

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)
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8. MR.P.PONVASAN(Faculty)
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10. MR.RASHEED KHAN(Faculty)
- 11..MR.T.N.BALAJI(Faculty)







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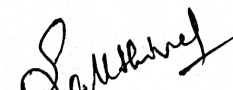
Fax : 04565 - 234430  
Mobile : 73737 11322, 73737 11333  
E-mail : srreet2010@gmail.com  
Website: www.raajaraajan.org

The following resolution were passed unanimously :

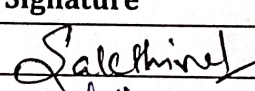
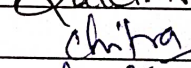
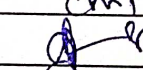

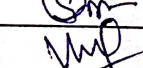
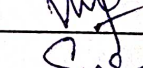
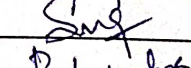
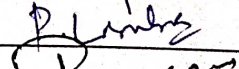
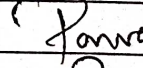
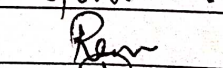
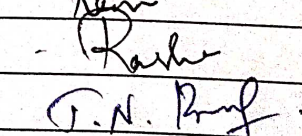
No.1: Discussion with committee members about the previous meeting.

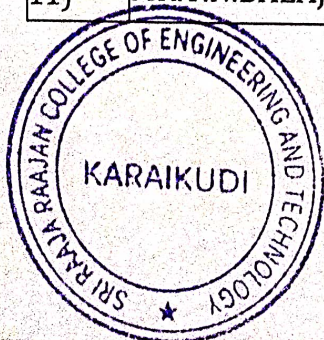
No: 2.Resolved to enhance the language skills that learning another language also provides many other benefits, including greater academic achievement, greater cognitive development, and more positive attitudes towards other languages and cultures

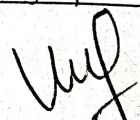
No: 3.Resolved to enrich the comprehending skills of the students and to help them as active readers by engaging with the new words

  
Co-Ordinator

  
Principal

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com.,MBA., M.Phil.,	
2)	DR.CHITRA, MCA., M.Phil.,NET,Ph.D.,	
3)	DRA.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)	
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11)	MR.T.N.BALAJI(Faculty)	



  
PRINCIPAL

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Website : www.raajaraajan.org

### **CIRCULAR**

**DATE: 20.06.2018**

#### **STUDENT COUNCELLING CELL**

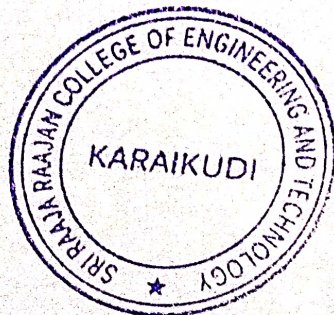
It is proposed to conduct the meeting for the current academic year 2018-2019 (odd semester) on June 20, 2018 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.


#### **Agenda**

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

  
**Co-Ordinator**

  
**Principal**



  
**PRINCIPAL**  
Sri Raaja Raajan College of Engg. & Tech  
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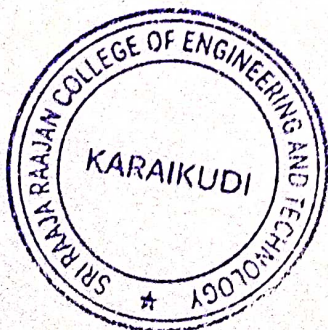
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E-mail : srceet2010@gmail.com  
Website: www.raajarnajan.org

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)
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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 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 on 'Personality Development', for the students of SRRCT 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.

*Sakthivel*  
**Co-ordinator**

*Uf*  
**Principal**

List of committee members participated

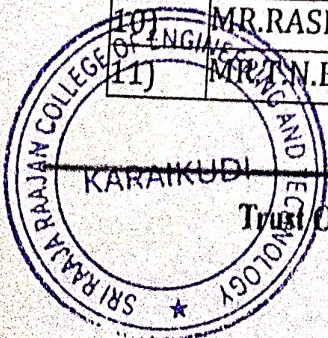
S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA, M.Phil.,	<i>Sakthivel</i>
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	<i>Chitra</i>
3)	DR.A.KUMARAVADIVEL (Principal)	<i>A.K.</i>
4)	DR.K.SRINIVASAN(Faculty)	<i>Shm</i>
5)	MR.MAHALINGA SURESH (Faculty)	<i>Uf</i>
6)	MRS.X.HYACINTH SUGANTHI(Faculty)	<i>Sug</i>
7)	MR.PL.SUBRAMANIYAN	<i>Pl</i>
8)	MR.P.PONVASAN(Faculty)	<i>Ponvasan</i>
9)	MRS.N.RAJESHWARI(Faculty)	<i>Raj</i>
10)	MR.RASHEED KHAN(Faculty)	<i>Rasheed</i>
11)	MR.T.N.BALAJI(Faculty)	<i>T.N.B.</i>

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### CIRCULAR

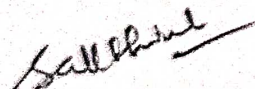
DATE: 26.9.2018

### 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

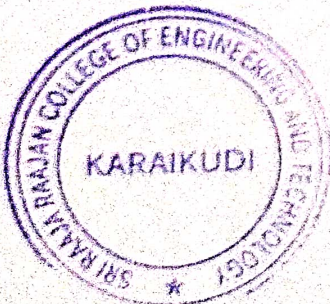
- Conduct Counselling session
- Convener guidance and lecture program
- Any other matter with the permission of chair person.

  
Co-ordinator

  
Principal

PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech  
Amaravathipudur, Karaikudi - 630 001  
Sivagangai Dist. Tamil Nadu



Trust Office : No. 1, S.K.M. Building, T.T. Nagar I<sup>st</sup> Street, Karaikudi - 630 001.

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# SRI RAAJA RAAJAN

COLLEGE OF ENGINEERING AND TECHNOLOGY

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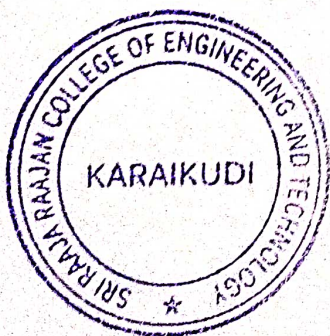
Fax : 04565 – 234430  
Mobile : 73737 11322, 73737 11333  
E-mail : srreet2010@gmail.com  
Website: www.raajaraajan.org

Name of the Committee	:Student Counselling cell
Academic year	: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 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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COLLEGE OF ENGINEERING AND TECHNOLOGY

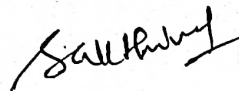
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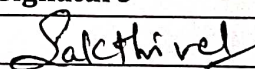
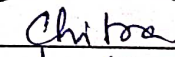
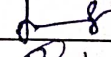


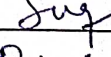
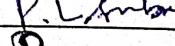
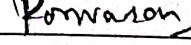
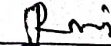
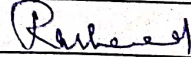
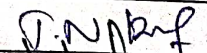
Fax : 04565 - 234430  
Mobile : 73737 11322, 73737 11333  
E-mail : srrcet2010@gmail.com  
Website: www.raajarnajan.org

**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 SRR CET College on 'Personality Development'. Moreover, a resource person may be invited from other college.
- No: 4 Committee members responsibilities were discussed.

  
**Co-Ordinator**

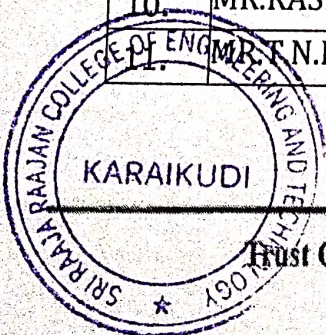
  
**Principal**

S.no	Name	Signature
1.	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA, M.Phil.,	
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)	
	MR.T.N.BALAJI(Faculty)	

**PRINCIPAL**

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### CIRCULAR

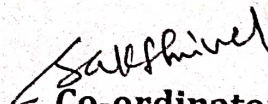
DATE: 18.2.2019

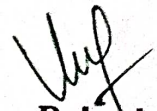
### STUDENT COUNSELLING CELL

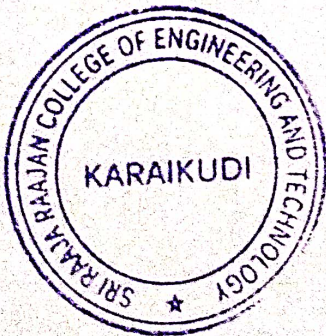
It is proposed to conduct the meeting for current academic year 2018-2019 (odd semester) on February 18, 2019 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

### 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.

  
Co-ordinator

  
Principal



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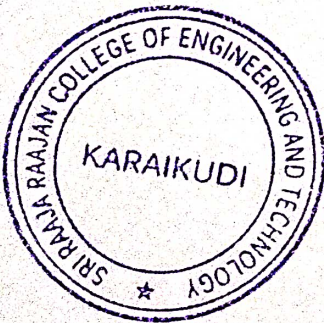
<b>Name of the Committee</b>	<b>:Student Counselling cell</b>
<b>Academic year</b>	<b>:2018-2019</b>
<b>Meeting No</b>	<b>:3</b>
<b>Date &amp; time</b>	<b>:18.2.2019</b>
<b>Venue</b>	<b>:Library Hall</b>

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### **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. 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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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.

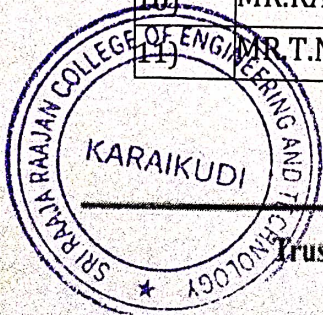
No: 3.Resolved to enrich the improvement of teacher-student relationship by creating a classroom environment more conducive to learning and meet student's developmental, emotional and academic needs.

No: 4. Committee members responsibilities were discussed.

*Sakthivel*  
**Co-Ordinator**

*Vijay*  
**Principal**

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, <u>M.Com</u> , MBA, M.Phil.,	<i>Sakthivel</i>
2)	DR.CHITRA, MCA., M.Phil.,NET,Ph.D.,	<i>Chitra</i>
3)	DR.A.KUMARAVADIVEL (Principal)	<i>A.K.</i>
4)	DR.K.SRINIVASAN(Faculty)	<i>K.S.</i>
5)	MR.MAHALINGA SURESH (Faculty)	<i>MS</i>
6)	MRS.X.HYACINTH SUGANTHI(Faculty)	<i>Sug</i>
7)	MR.PL.SUBRAMANIYAN	<i>P.L.Su</i>
8)	MR.P.PONVASAN(Faculty)	<i>Ponvasan</i>
9)	MRS.N.RAJESHWARI(Faculty)	<i>Rajeshwari</i>
10)	MR.RASHEED KHAN(Faculty)	<i>Rasheed</i>
11)	MR.T.N.BALAJI(Faculty)	<i>T.N. Balaji</i>



*Vijay*  
**PRINCIPAL**

Sri RaaJa RaaJan College of Engg. & Tech  
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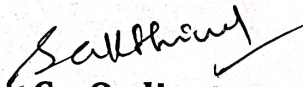
**DATE: 26.06.2019**

**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**

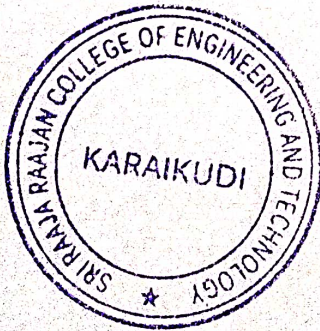
- Discussion on activities for the odd semester
- Seminar for the students
- Discussion in regard to the allocation of responsibilities

  
**Co-Ordinator**

  
**Principal**

**PRINCIPAL**

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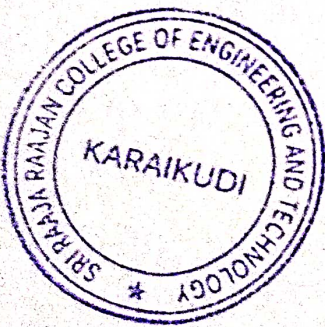
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Website: www.raajaraajan.org

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. Dr. SAKTHIVEL PANDIYAN, M.Com., MBA, M.Phil., NET, Ph.D.,
2. DR. CHITRA, MCA., M.Phil., NET, Ph.D.,
3. DR. ALMAYILVAHANAN (Principal)
4. MR. MAHALINGA SURESH (Faculty)
5. DR. X. HYACINTH SUGANTHI (Faculty)
6. MR. P. SUBRAMANIYAN
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9. MR. RASHEED KHAN (Faculty)
10. MR. T. N. BALAJI (Faculty)



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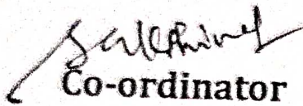
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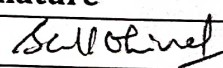
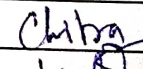
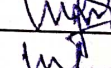
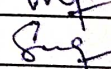
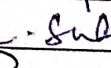
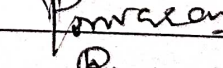
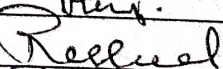
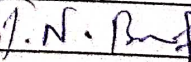

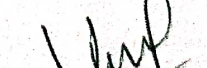
The following resolutions were passed unanimously:

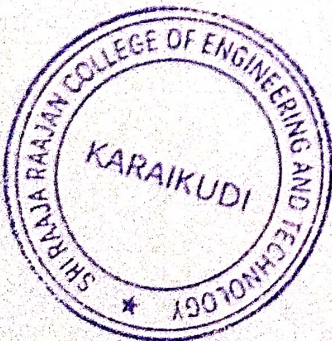
- No:1: Resolved to plan two activities per semester
- No:2 : Resolved that the plan of action to conduct seminar for the students on " career oriented programme"
- No:3. Resolve to discuss the allocation of representatives to the committee members.
- No:4: Appreciation Note: The members present in the 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.

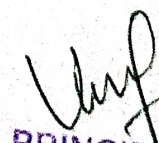
  
Co-ordinator

  
Principal

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.,	
3)	DR.AL.MAYILVAHANAN (Principal)	
4)	MR.MAHALINGA SURESH (Faculty)	
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	
6)	MR.PL.SUBRAMANIYAN	
7)	MR.P.PONVASAN(Faculty)	
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9)	MR.RASHEED KHAN(Faculty)	
10)	MRT.N.BALAJI(Faculty)	



  
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**CIRCULAR**

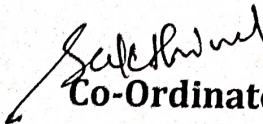
**DATE: 16.10.2019**

**STUDENT COUNCELLING CELL**

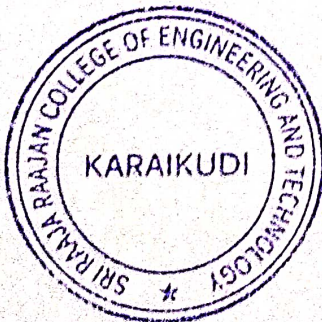
It is proposed to conduct the meeting for the current academic year 2019-2020 (odd semester) on October 16, 2019 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

**Agenda**

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

  
**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 1<sup>st</sup> Street, Karaikudi - 630 001.**

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





# SRI RAAJA RAAJAN

## COLLEGE OF ENGINEERING AND TECHNOLOGY

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

146/4B1, Amaravathi Village,  
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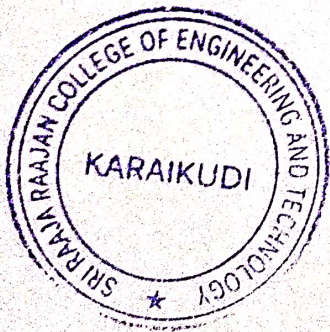
Fax : 04565 - 234430  
Mobile : 73737 11322, 73737 11333  
E-mail : srrect2010@gmail.com  
Website: www.raajaraajan.org

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)



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E-mail : srrect2010@gmail.com  
Website: www.raajaraajan.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.

- stress management
- Emotional intelligence
- Self awareness
- Learning disabilities

No. 3. Resolved to psychological testing in areas of

- Aptitude
- Intelligence
- Interest
- Stress and anxiety

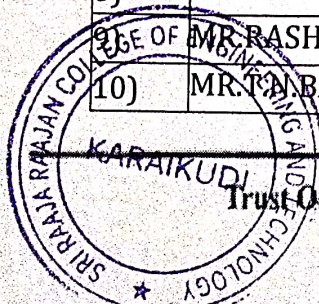
No.4. Committee members responsibilities were discussed.

*Sakthivel*  
**Co-ordinator**

*Unif*  
**Principal**

### List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA, M.Phil.,	<i>Sakthivel</i>
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	<i>Chitra</i>
3)	DR.AL.MAYILVAHANAN (Principal)	<i>mm</i>
4)	MR.MAHALINGA SURESH (Faculty)	<i>Unif</i>
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	<i>Unif</i>
6)	MR.PL.SUBRAMANIYAN	<i>P.L. Subramanian</i>
7)	MR.P.PONVASAN(Faculty)	<i>Ponvasan</i>
8)	MRS.N.RAJESHWARI(Faculty)	<i>Rajeshwari</i>
9)	MR.RASHEED KHAN(Faculty)	<i>Rasheed</i>
10)	MR.T.N.BALAJI(Faculty)	<i>T.N. Balaji</i>



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**PRINCIPAL**

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E-mail : srrect2010@gmail.com  
Website: www.raajaraajan.org

### CIRCULAR

DATE: 23.1.2020

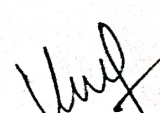
#### STUDENT COUNCELLING CELL

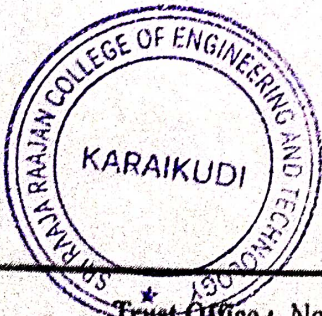
It is proposed to conduct the meeting for current academic year 2019-2020 (odd semester) on January 23, 2020 at in the library hall at 2.00 pm. The committee members are requested to attend the meeting.

#### Agenda

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

  
Co-Ordinator

  
Principal



PRINCIPAL

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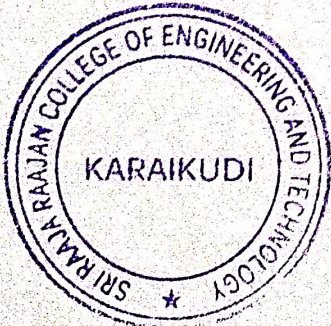
Fax : 04565 - 234430  
Mobile : 73737 11322, 73737 11333  
E-mail : srrect2010@gmail.com  
Website: www.raajaraajan.org

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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E-mail : srceet2010@gmail.com  
Website : www.raajaraajan.org

The following resolution were passed unanimously:

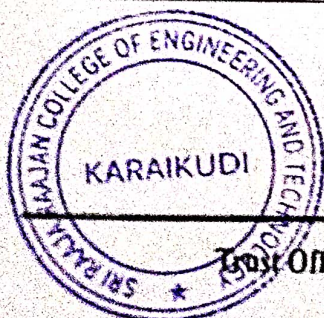
- No.1: Resolved to conduct orientation to the students about the learning resources and other technological arrangements and the material that instructors may use to carry out instruction and facilitate the achievement of a student's educational goals
- No.2: Resolved to follow up pupils who come late and to identify barriers and reasons for absence.
- No.3: Resolved to attain a better academic performance by better employment benefits, higher income, higher self-esteem 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.

*[Signature]*  
Co-ordinator

*[Signature]*  
Principal

List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA, M.Phil.,	<i>[Signature]</i>
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	<i>[Signature]</i>
3)	DR.AL.MAYILVAHANAN (Principal)	<i>[Signature]</i>
4)	MR.MAHALINGA SURESH (Faculty)	<i>[Signature]</i>
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	<i>[Signature]</i>
6)	MR.PL.SUBRAMANIYAN	<i>[Signature]</i>
7)	MR.P.PONVASAN(Faculty)	<i>[Signature]</i>
8)	MRS.N.RAJESHWARI(Faculty)	<i>[Signature]</i>
9)	MR.RASHEED KHAN(Faculty)	<i>[Signature]</i>
10)	MR.T.N.BALAJI(Faculty)	<i>[Signature]</i>



PRINCIPAL

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E-mail : srrect2010@gmail.com  
Website: www.raajaraajan.org

### CIRCULAR

DATE: 19.10.2020


### STUDENT COUNSELLING CELL

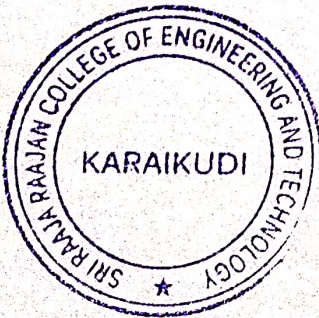
It is proposed to conduct the meeting for the current academic year 2020-2021 (odd semester) on October 19, 2020 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

### Agenda

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

  
Co-ordinator

  
Principal



PRINCIPAL

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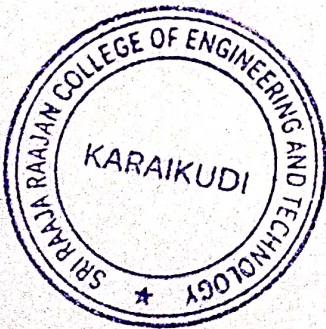
Fax : 04565 – 234430  
Mobile : 73737 11322, 73737 11333  
E-mail : srrect2010@gmail.com  
Website: www.raajaraajan.org

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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Mobile : 73737 11322, 73737 11333  
E-mail : srrect2010@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 SRRCT 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.

*Sakthivel*  
Co-ordinator

*Ulf*  
Principal

List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA, M.Phil.,	<i>Sakthivel</i>
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	<i>Chitra</i>
3)	DR.AL.MAYILVAHANAN (Principal)	<i>Al Mayilva</i>
4)	MR.MAHALINGA SURESH (Faculty)	<i>Ulf</i>
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	<i>Hy</i>
6)	MR.PL.SUBRAMANIYAN	<i>P.L. Subman</i>
7)	MR.P.PONVASAN(Faculty)	<i>Ponvasan</i>
8)	MRS N.RAJESHWARI(Faculty)	<i>Raji</i>
9)	MR.RASNEED KHAN(Faculty)	<i>Rasheed</i>
10)	MR.T.N.BALAJI(Faculty)	<i>T.N. Bal.</i>

*Ulf*  
Principal

Trust Office : No. 1, S.K.M. Building, T.T. Nagar I<sup>st</sup> Street, Karaikudi - 630 001.  
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## CIRCULAR

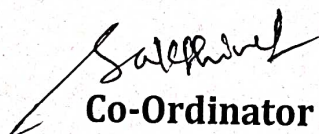
DATE: 20.01.2021

### STUDENT COUNCELLING CELL

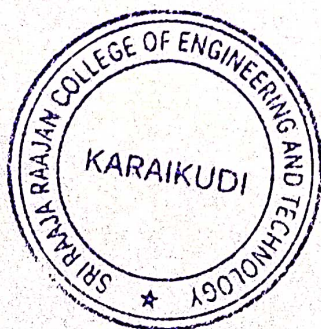
It is proposed to conduct the meeting for the current academic year 2020-2021 (odd semester) on January 20, 2021 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

#### 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  
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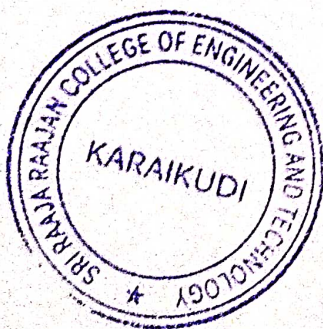
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Mobile : 73737 11322, 73737 11333  
E-mail : [street2010@gmail.com](mailto:street2010@gmail.com)  
Website: [www.raajaraajan.org](http://www.raajaraajan.org)

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)
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- 9.MR.RASHEED KHAN(Faculty)
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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 SRRCT 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.

*Sakthivel*  
**Co-ordinator**

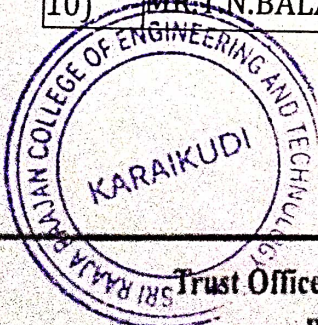
*Uth*  
**Principal**

### List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, M.Com., MBA, M.Phil.,	<i>Sakthivel</i>
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	<i>chitra</i>
3)	DR.AL.MAYILVAHANAN (Principal)	<i>Al Mayilvahanan</i>
4)	MR.MAHALINGA SURESH (Faculty)	<i>Mr. Mahalinga Suresh</i>
5)	MRS.X.HYACINTH SUGANTHI(Faculty)	<i>Ms. Hyacinth Suganthi</i>
6)	MR.PL.SUBRAMANIYAN	<i>P.L. Subramanian</i>
7)	MR.P.PONVASAN(Faculty)	<i>Ponvasan</i>
8)	MRS.N.RAJESHWARI(Faculty)	<i>Ms. Rajeshwari</i>
9)	MR.RASHEED KHAN(Faculty)	<i>Rasheed</i>
10)	MR.T.N.BALAJI(Faculty)	<i>T.N. Balaji</i>

**PRINCIPAL**

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## CIRCULAR

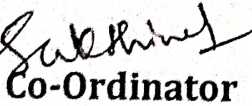
DATE: 22.03.2021

### STUDENT COUNCELLING CELL

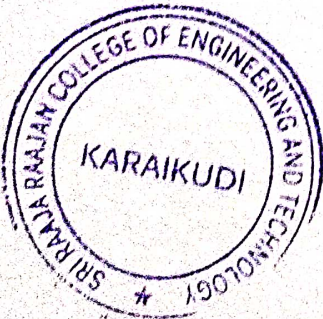
It is proposed to conduct the meeting for the current academic year 2020-2021 (odd semester) on March 22, 2021 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

#### Agenda

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

  
Co-Ordinator

  
Principal



  
PRINCIPAL

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Karaikudi - 630 301.  
Ph : 04565 - 234230 / 326132

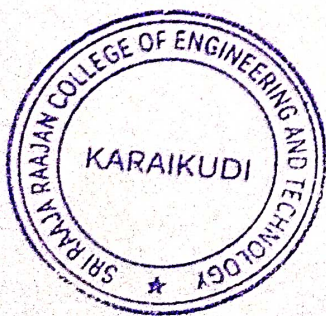
Fax : 04565 - 234430  
Mobile : 73737 11322, 73737 11333  
E-mail : srrect2010@gmail.com  
Website : www.raajaraajan.org

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)



Trust Office : No. 1, S.K.M. Building, T.T. Nagar I<sup>st</sup> Street, Karaikudi - 630 001.

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# SRI RAAJA RAAJAN

COLLEGE OF ENGINEERING AND TECHNOLOGY

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

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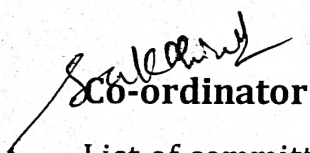
## The following resolutions were passed unanimously:

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.

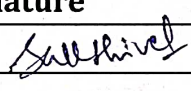
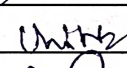


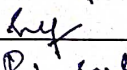
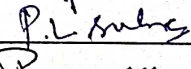
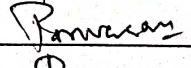
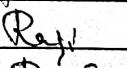
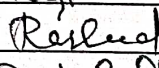
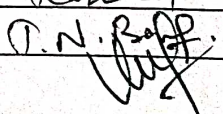
No 3 : Resolved to organize a seminar for the students of SRRCT College on 'Personality Development'. Moreover, a resource person may be invited from other college.

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

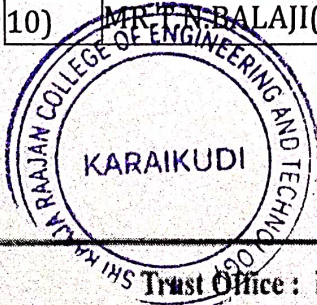
  
Principal

## List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, <u>M.Com</u> , MBA, M.Phil.,	
2)	DR.CHITRA, MCA., M.Phil.,NET,Ph.D.,	
3)	DR.AL.MAYILVAHANAN (Principal)	
4)	MR.MAHALINGA SURESH (Faculty)	
5)	MRS.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)	

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<sup>st</sup> Street, Karaikudi - 630 001.

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Website: www.rajaraajan.org

## CIRCULAR

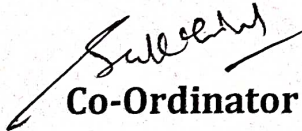
DATE: 21.07.2021

### STUDENT COUNCELLING CELL

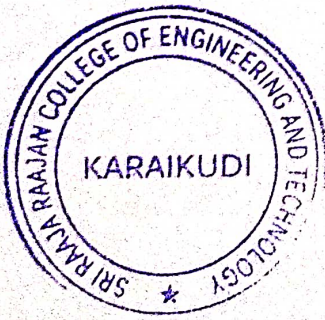
It is proposed to conduct the meeting for current academic year 2021-2022 (odd semester) on July 21, 2021 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.

#### Agenda

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

  
Co-Ordinator

  
Principal



  
PRINCIPAL

Sri Raaja Raajan College of Engg. & Tech  
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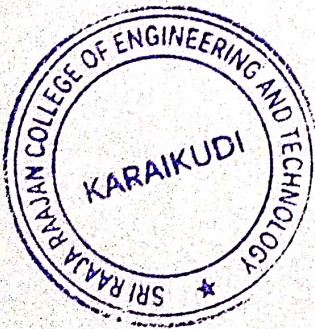
Fax : 04565 – 234430  
Mobile : 73737 11322, 73737 11333  
E-mail : srceet2010@gmail.com  
Website: www.raajaraajan.org

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
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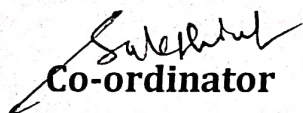
The following resolutions were passed unanimously:

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"

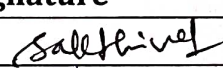
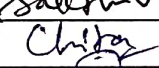
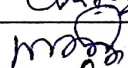

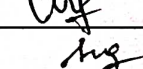
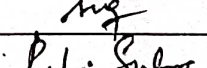
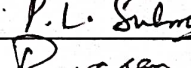
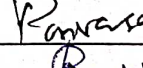
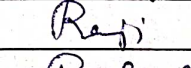
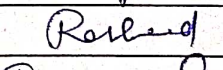
No.3. Resolve to discuss the allocation of representative among the committee members.

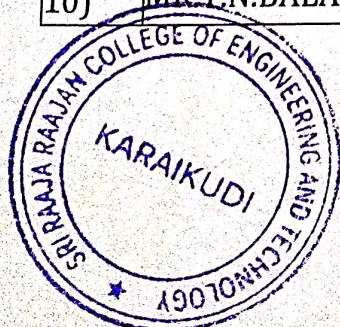
No 4: Appreciation Note: The members present in the meeting expressed their appreciation to the principal for taking the step to institute a "Guidance Cell" which is very much needed in today's world. All members present to resolve wholeheartedly to work for the personality development of our students.

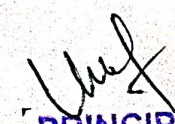
  
Co-ordinator

  
Principal

List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, <u>M.Com.</u> , MBA, M.Phil.,	
2)	DR.CHITRA, MCA., M.Phil., NET, Ph.D.,	
3)	DR.AL.MAYILVAHANAN (Principal)	
4)	MR.MAHALINGA SURESH (Faculty)	
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**PRINCIPAL**  
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### CIRCULAR

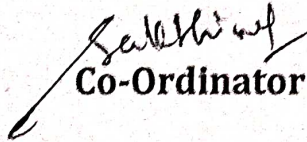
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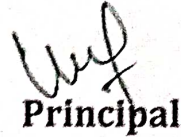
### STUDENT COUNCELLING CELL

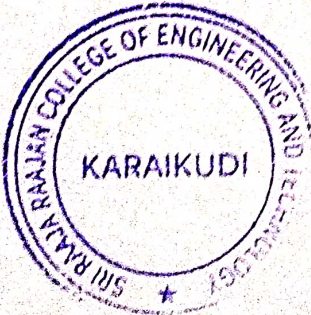
It is proposed to conduct the meeting for the current academic year 2021-2022 (odd semester) on November 15, 2021 at 2.00 pm in the library hall. The committee members are requested to attend the meeting.


#### Agenda

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

  
Co-Ordinator

  
Principal



  
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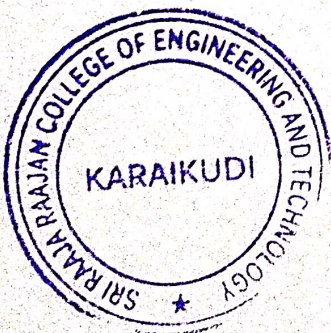
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E-mail : srrect2010@gmail.com  
Website: www.raajaraajan.org

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 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)
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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

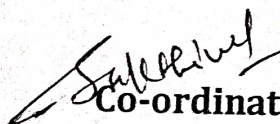
No.2: Resolved to plan and implement career guidance program in.

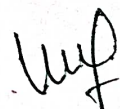
- stress management
- Emotional intelligence
- Selfawareness
- Learning disabilities

No.3: Resolved to psychological testing in areas of

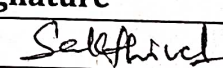
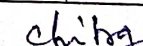
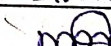



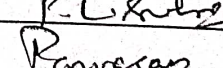
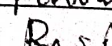
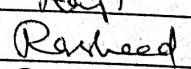
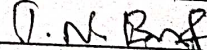
- Aptitude
- Intelligence
- Interest
- Stress and anxiety

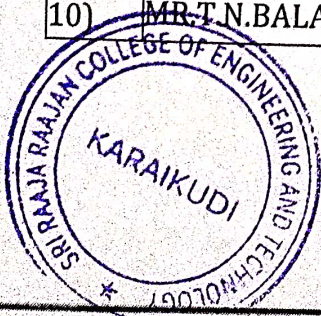
No.4: Committee members responsibilities were discussed.

  
Co-ordinator

  
Principal

List of committee members participated

S.no	Name	Signature
1)	Dr.SAKTHIVEL PANDIYAN, <u>M.Com.</u> , MBA, M.Phil.,	
2)	DR.CHITRA, MCA., M.Phil.,NET,Ph.D.,	
3)	DR.AL.MAYILVAHANAN (Principal)	
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Website: www.raajarajan.org

## CIRCULAR

DATE: 19.1.2022


### STUDENT COUNCELLING CELL

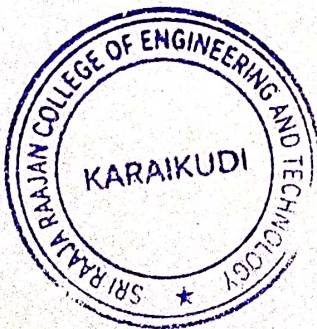
It is proposed to conduct the meeting for the current academic year 2021-2022 (odd semester) on January 19, 2022 at 2.00 pm in library hall. The committee members are requested to attend the meeting.

#### Agenda

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

  
Co-Ordinator

  
Principal



  
PRINCIPAL

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

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# SRI RAAJA RAAJAN

## COLLEGE OF ENGINEERING AND TECHNOLOGY

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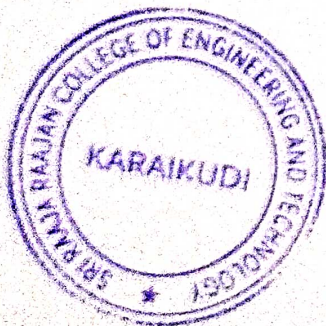
Fax : 04565 - 234430  
Mobile : 73737 11322, 73737 11331  
E-mail : sriraj2011@gmail.com  
Website: www.srirajrajan.org

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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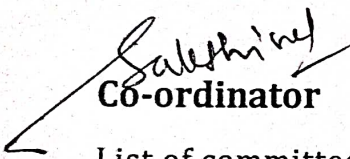
The following resolutions were passed unanimously:

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.

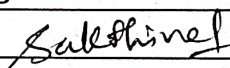
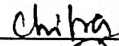
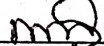
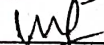
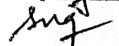
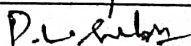
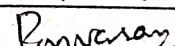
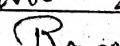
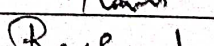
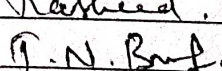
No.3: Resolved to achieve a better academic performance through better employment benefits, higher income, higher self-esteem and self - confidence, low levels of anxiety and depression, and less likely to engage in substance abuse

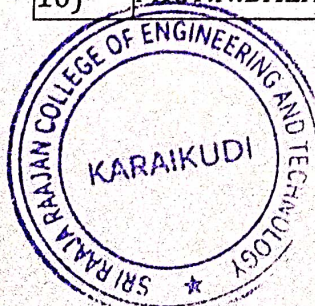
No.4: Committee members responsibilities were discussed.

  
Co-ordinator

  
Principal

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.,	
3)	DR.AL.MAYILVAHANAN (Principal)	
4)	MR.MAHALINGA SURESH (Faculty)	
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