

## Meeting minutes

Date : 02.07.2022

Time : 3.00 p.m to 4.00 p.m

Location : New seminar hall

Type of meeting : Regular staff meeting.

\* The meeting mainly focused on the following discussions :-

i) Regarding university examinations, instructions were given by the Principal.

ii) Thiruvalluvar University Examination commences on 4.07.2022.

iii) The staff are insisted to enter the hall in correct time without any delay.

iv) The invigilators must verify the signature of the students in the hall ticket.

v) Bonafide certificate will be issued in office if students fail to bring the hall ticket.

vi) In case of absence, the invigilators are instructed to mention AAA in the answer booklet.

vii) The students are asked to check the exam hall details on the class notice board.

viii) The students must be present in the exam hall before 9.50 a.m without fail.

x) The students must bring hall ticket and stationery items and not to borrow from others.

9) Transportation is available during examinations.

xi) The students are not allowed to indulge in any kind of malpractices in the hall.

xii) The students should not leave the hall during the time of examination.

xiii) The invigilators are insisted again to follow the instructions strictly to the students.

xiv) The meeting was ended at 4.00 p.m.

සිව්‍යාන මානව සේවාව ප්‍රවර්ධනය අරමුණ

දිනය : 02-07-2022

වේලාව : 3.00 pm

1. 2021-2022 - වෛ කාර්යාලයේදී  
දිනපතා පවත්වාගෙන යාමට ලක්වී ඇති අතර 04-07-2022  
වන විට වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර

2. දේශීය සේවාවලට අයත්, දේශීය අංශයේ  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර

3. දේශීය අංශයේ වැඩිදුරටත් කටයුතු කිරීමට  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර

4. වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර  
වැඩිදුරටත් කටයුතු කිරීමට අවශ්‍ය වන අතර

5. ഗവൺമെന്റിന്റെ കീഴടക്കലും ഭരണപരമായ  
കാര്യങ്ങൾ, (Hall ticket) മെമ്പർഷിപ്പ് കാർഡ് (ID card)  
കാര്യങ്ങൾ നിയമപരമായി ഭരണപരമായ മാനദണ്ഡം  
അനുസരിച്ചും ഭരണപരമായി നിയമപരമായ  
രീതിയിൽ നടപ്പിലാക്കുന്നതിനും അനുയോജ്യമാണ്.

6. ഗവൺമെന്റ് മെമ്പർഷിപ്പ് കാര്യങ്ങൾ  
മറ്റു മാനദണ്ഡങ്ങൾ കൂടാതെ മെമ്പർഷിപ്പ് മാനദണ്ഡങ്ങൾ  
അനുസരിച്ചും നടപ്പിലാക്കണം.

## Meeting minutes

Date : 27.07.2022

Time : 2.00 p.m to 2.30 p.m

Meeting held : Seminar hall

Attendees : The principal along with staff.

\* The regular staff meeting was headed by the principal.

\* The meeting was mainly focused on the following points :-

- i) college will reopen for II, III<sup>UG</sup> and II<sup>PG</sup> from August 4, 2022.
- ii) The principal instructed the staff to submit the lesson plan and to follow the timetable properly
- iii) Students must maintain discipline in class and the campus.
- iv) The staff are insisted to encourage good habits among the students and provide guidance to the students for preventing suicidal thoughts.
- v) The staff are asked to fill the staff appraisal form and submit by the end of this month without fail.

1) The Principal insisted the staff to cooperate in all ways for the benefit of the college.

\* The meeting was ended at 2.30 p.m.

සියලුම මුද්දරයන් ලෝකය ප්‍රවෘත්ති සංදේශය

දිනය : 27-07-2022

වේලාව : 2.00 pm

1. 2022-23-6 සේව්‍යාධාරණීකරණ ක්‍රියාමාර්ගය  
පරීක්ෂණ කළහද දිනය වන විට 02.08.2022 වන විට  
ක්‍රියාමාර්ගය ආරම්භ කළහද 2022-23-6 සේව්‍යාධාරණීකරණ  
කරණ සියලුම දිනය වන විට 04.08.2022 - වන විට  
විමර්ශන ක්‍රියාමාර්ගය ආරම්භ කළහද

2. වි.සා.සේව්‍යාධාරණීකරණ, ලෝකය, ලෝකය  
ලෝකය, ලෝකය, ලෝකය, ලෝකය, ලෝකය  
විමර්ශන ක්‍රියාමාර්ගය, ලෝකය, ලෝකය  
විමර්ශන ක්‍රියාමාර්ගය, ලෝකය, ලෝකය  
විමර්ශන ක්‍රියාමාර්ගය, ලෝකය, ලෝකය

3. 2022-23-6 සේව්‍යාධාරණීකරණ ක්‍රියාමාර්ගය  
ක්‍රියාමාර්ගය, පහත දැක්වෙන ලෝකය, ලෝකය  
ක්‍රියාමාර්ගය, පහත දැක්වෙන ලෝකය, ලෝකය  
ක්‍රියාමාර්ගය, පහත දැක්වෙන ලෝකය, ලෝකය

4. ප්‍රවෘත්ති සංදේශය ලෝකය, ලෝකය  
ක්‍රියාමාර්ගය, පහත දැක්වෙන ලෝකය, ලෝකය  
ක්‍රියාමාර්ගය, පහත දැක්වෙන ලෝකය, ලෝකය

5. ප්‍රවෘත්තිකාරකයන්ගේ නවීන තාක්ෂණික දැනුම වැඩිදියුණු කිරීම සඳහා පවත්වනු ලබන පුහුණුවීම් සහ දැනුම් ලබාදීමේ ක්‍රමලේඛය 30-07-2022-න්  
මගින් අනුමැතිය ලබාදීමට අදාළව විධිවිධාන දැක්වේ.

6. ප්‍රවෘත්තිකාරකයන්ගේ දැනුම අනුකූලව පවත්වා ගැනීම සඳහා අවශ්‍ය වන පුහුණුවීම් සහ දැනුම් ලබාදීමේ ක්‍රමලේඛය  
විධිවිධාන මගින් අනුමැතිය ලබාදීමට අදාළව විධිවිධාන දැක්වේ.



කිසියම් දිනයක් සමයට විවෘත විකි විකි විකි

දිනය : 25-08-2022

වේලාව : 7.00pm

1. 2022-23- වෛශ්වකාලීන ක්‍රීඩා සටහනට පැමිණීමට  
විවෘත කළ ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට සහ  
ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට සහ  
විවෘත කළ ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට

2. දිනය, වේලාව, ස්ථාන, පැමිණීමේ ක්‍රමය සහ  
විවෘත කළ ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට සහ  
ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට සහ  
විවෘත කළ ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට

3. ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට සහ  
ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට සහ  
විවෘත කළ ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට

4. ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට සහ  
ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට සහ  
විවෘත කළ ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට

5. ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට සහ  
ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට සහ  
විවෘත කළ ක්‍රීඩා සටහනට සහභාගී වීමට පැමිණීමට



## Meeting minutes

Date : 03.09.2022

Time : 1100 a.m to 1200 p.m

Type of meeting : Staff meeting

Venue : Seminar Hall

Attendees : The Principal along with the staff.

Minutes : The meeting was mainly focused on the following discussions :-

\* The documentation of staff appraisal form was explained by the IQAC coordinator.

\* The Principal motivated the staff members to develop their quality - related activities in their academic.

\* The staff members are going to be awarded and listed under the categories as follows:-

- i) Winning Team
- ii) Exam committee
- iii) Special task
- iv) Special Achievement.

\* Staff are insisted to maintain clear department and it has been secretly monitored.

\* Suggestions and feedbacks were given by the staff regarding award categories.

කිංශ්‍යාණ් ජෛනිකයාණ් පර්යේෂණේ ප්‍රවෘත්තිකරණේ අර්ථදර්ශ්

දිනය : 03.09.2022

වේලාව : 11.00 am

ජෛනිකයාණ් දිනපතා ප්‍රවෘත්තිපිට්‍ර 2021-2022-6 කිංශ්‍යාණ් පර්යේෂණේ ප්‍රවෘත්තිකරණේ කිංශ්‍යාණ් දිනපතා වෘත්තීයව පිට්‍ර දීමේ අර්ථදර්ශ් අර්ථදර්ශ් පිට්‍ර දීමේ අර්ථදර්ශ්

අර්ථදර්ශ් අර්ථදර්ශ් අර්ථදර්ශ් අර්ථදර්ශ් :

1. ජෛනිකයාණ් දිනපතා ප්‍රවෘත්තිපිට්‍ර 2021-2022-6 කිංශ්‍යාණ් පර්යේෂණේ ප්‍රවෘත්තිකරණේ කිංශ්‍යාණ් දිනපතා වෘත්තීයව පිට්‍ර දීමේ අර්ථදර්ශ් අර්ථදර්ශ්
2. වෘත්තීයව පිට්‍ර දීමේ අර්ථදර්ශ් අර්ථදර්ශ් අර්ථදර්ශ්
3. වෘත්තීයව පිට්‍ර දීමේ අර්ථදර්ශ් අර්ථදර්ශ් අර්ථදර්ශ්
4. වෘත්තීයව පිට්‍ර දීමේ අර්ථදර්ශ් අර්ථදර්ශ් අර්ථදර්ශ්
5. වෘත්තීයව පිට්‍ර දීමේ අර්ථදර්ශ් අර්ථදර්ශ් අර්ථදර්ශ්
6. වෘත්තීයව පිට්‍ර දීමේ අර්ථදර්ශ් අර්ථදර්ශ් අර්ථදර්ශ්
7. වෘත්තීයව පිට්‍ර දීමේ අර්ථදර්ශ් අර්ථදර්ශ් අර්ථදර්ශ්
8. වෘත්තීයව පිට්‍ර දීමේ අර්ථදර්ශ් අර්ථදර්ශ් අර්ථදර්ශ්

၄. အပူပိုင်း ပေးပို့ရမည့် အားကိုး အားကိုး ပေးပို့ရမည့် အားကိုး  
ဒေသကို အခြေခံအုတ်ပေးပို့ရမည်။

၁၀. ဒေသ အခြေခံအုတ်ပေးပို့ရမည့် အားကိုး  
ဒေသကို အခြေခံအုတ်ပေးပို့ရမည်။

၁၁. ဒေသ အခြေခံအုတ်ပေးပို့ရမည့် အားကိုး  
ဒေသကို အခြေခံအုတ်ပေးပို့ရမည်။

၁၂. ဒေသ အခြေခံအုတ်ပေးပို့ရမည့် အားကိုး  
ဒေသကို အခြေခံအုတ်ပေးပို့ရမည်။

၁၃. ဒေသ အခြေခံအုတ်ပေးပို့ရမည့် အားကိုး  
ဒေသကို အခြေခံအုတ်ပေးပို့ရမည်။

၁၄. ဒေသ အခြေခံအုတ်ပေးပို့ရမည့် အားကိုး  
ဒေသကို အခြေခံအုတ်ပေးပို့ရမည်။

၁၅. ဒေသ အခြေခံအုတ်ပေးပို့ရမည့် အားကိုး  
ဒေသကို အခြေခံအုတ်ပေးပို့ရမည်။

## Meeting minutes

Date : 28.09.2022

Time : 4.15 p.m to 5.00 p.m

Venue : Seminar Hall

Type of meeting : General staff meeting

Meeting Agenda : 1. Introduction of new staff  
2. Responsibilities of teaching staff in KCSAM  
3. Activities and instructions for Bravura-22

Minutes :-

\* Regular staff meeting was called to order by the Principal through message in the whatsapp group.

\* The meeting commenced by giving the self introduction of the new staff in KCSAM.

\* KCSAM is organizing "Bravura-2022" on 30.09.22

\* Regarding "Bravura-2022", the following points were discussed :-

1) Inauguration ceremony will be planned at 10.30 a.m by the chairman.

2) Discussion on the arrangements and allocation of rooms for the events.

3) The events include handcraft, food stall, Mehandi, plant sale and ghost house.

4) Instructed to maintain a clean environment in the campus.

\* The Head of the Departments and staff are insisted to prohibit students from roaming around unnecessarily.

\* The staff members are instructed to make aware of the rules in the classroom.

\* The mentors are insisted to provide guidance and motivation to their mentee.

\* The transport incharges are asked to oversee the attendance and boarding point of the students.

\* Discussed on the commencement of

## II Internal Assessment Examination.

\* The staff must instruct the students to check the room allotment daily in the notice-board.

\* Building a strong workplace through the cooperation of the staff is encouraged by the Principal.

\* The meeting was ended with the feedbacks and queries of the staff members.

සමාජ සේවක සේවාවන් හරහා පාලන ක්‍රමයන් පිළිබඳව

දිනය : 28-09-2022

වේලාව : 4.15 pm

1. ප්‍රධාන 2 දෙනා පාලන ක්‍රමයන් දැක්වීමට  
අත්පිටියේ වැඩසටහනක් කැඳවනු ලැබේ.

2. වැඩසටහන 30-09-2022 - වැඩසටහන සම්බන්ධයෙන්  
ව්‍යාපෘතිකරුන්ගේ සහභාගීත්වයෙන් සිදුකරනු ලැබූ  
අධ්‍යයන ක්‍රමයන්, ව්‍යාපෘතිකරුන්, ව්‍යාපෘතිකරුන්,  
වැඩසටහන, වැඩසටහන, වැඩසටහන වැනි  
විවිධ ක්‍රමයන් සම්බන්ධයෙන් සහභාගීත්වයෙන්  
සාකච්ඡා කිරීමට අවස්ථාවක් සාකච්ඡා  
කරනු ලැබූ බව සඳහන් කරනු ලැබේ.

3. වැඩසටහන සම්බන්ධයෙන් පාලන ක්‍රමයන්  
සම්බන්ධයෙන් සහභාගීත්වයෙන් සාකච්ඡා  
කිරීමට වැඩසටහන සම්බන්ධයෙන්  
වැඩසටහන සම්බන්ධයෙන් පාලන ක්‍රමයන්  
සම්බන්ධයෙන් සාකච්ඡා කිරීමට  
වැඩසටහන සම්බන්ධයෙන් සාකච්ඡා  
කිරීමට වැඩසටහන සම්බන්ධයෙන්





## Meeting minutes

Date : 02 11 2022

Time : 12 30 p.m to 1:15 p.m

Venue : Seminar Hall.

Attendees : The staff members headed by the Principal.

Agenda : 1. Procedures for Govt. scheme  
2. Preparing the students for forthcoming semester exam.

Meeting minutes :-

\* The meeting was mainly focused on the following discussions :-

\* Regarding Pudumai Penn scheme,

i) The class Incharges are insisted to collect the needed details of the eligibility students due to the opening of the online portal from 1 11 2022.

ii) The details must be verified by the class Incharges and submit as earlier.

iii) The class Incharges are asked to maintain a register and update all the records for the scholarships availed by the students.

\* The staff are instructed to make the students to prepare effectively for the upcoming University Examination and to maintain a healthy student-teacher relationship.

\* Regarding Annamalai University,

i) Revaluation for II UG and II PG has announced.

ii) The namelist must be submitted by the class Incharges.

\* The class Incharges are insisted to submit the namelist of the Instant exam candidates for the passed out students.

\* The Thiruvalluvar University Semester Examination is expected to commence by the month of December.

\* The staff members are insisted to conduct more test in the class and to produce good results in the University Examination.

\* The Principal instructed the staff to cover the syllabus effectively and not to compromise for the same at any cost.

\* The meeting was ended by the discussion of the University Examination again.

සේව්‍යාණ් ප්‍රේමණ්ඩරාණ් සේව්‍යාණ් ප්‍රවෘත්තිවිකාශණ් ප්‍රේමණ්ඩරාණ්

දිනය: 02-11-2022

වේලාව: 12.30 pm

1. දුර්වලතම අර්ථ අර්ථකථනවලින්ද ප්‍රේමණ්ඩරාණ් විග්‍රහණයකින්ද අවබෝධයක් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු, දිනපතා කටයුතු ප්‍රවෘත්තිවිකාශණ් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු, දිනපතා කටයුතු ප්‍රවෘත්තිවිකාශණ් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු.

2. සිදු වූ දිනපතා කටයුතු 6 ට ප්‍රේමණ්ඩරාණ් 12-ට අනුරූපව පවතින සියලුම අවස්ථා අර්ථකථනවලින්ද ප්‍රේමණ්ඩරාණ් විග්‍රහණයකින්ද අවබෝධයක් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු, දිනපතා කටයුතු ප්‍රවෘත්තිවිකාශණ් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු.

3. අධ්‍යයනයේ ප්‍රවෘත්තිවිකාශණ් ලෙසින් සිදු වූ දිනපතා කටයුතු ප්‍රවෘත්තිවිකාශණ් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු, දිනපතා කටයුතු ප්‍රවෘත්තිවිකාශණ් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු, දිනපතා කටයුතු ප්‍රවෘත්තිවිකාශණ් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු, දිනපතා කටයුතු ප්‍රවෘත්තිවිකාශණ් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු.

4. විග්‍රහණයකින්ද ප්‍රේමණ්ඩරාණ් විග්‍රහණයකින්ද අවබෝධයක් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු, දිනපතා කටයුතු ප්‍රවෘත්තිවිකාශණ් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු, දිනපතා කටයුතු ප්‍රවෘත්තිවිකාශණ් ලෙසින් දැනගැනීමට හැකිවීමට දිනපතා කටයුතු.



ദേശീയ കോൺഗ്രസ്സ് പ്രസിദ്ധീകരണ പ്രോഗ്രാമിനു പങ്കെടുക്കൽ പ്രഖ്യാപനം

തീയതി : 16-12-2022

സമയം : 2.05 pm

1. 2022-ൽ ദേശീയ കോൺഗ്രസ്സ് പ്രസിദ്ധീകരണ പ്രോഗ്രാമിന്റെ ഭാഗമായി പരസ്യങ്ങൾ ഉപയോഗിച്ച് വിവിധ പ്രദേശങ്ങളിൽ പ്രസിദ്ധീകരണ പ്രോഗ്രാമിനെക്കുറിച്ച് 12-12-2022-ആം തീയതി മുതൽ 17-12-2022 വരെ പ്രസിദ്ധീകരണം ചെയ്യും.

2. വിവിധ പ്രദേശങ്ങളിൽ പരസ്യങ്ങൾ പ്രസിദ്ധീകരിക്കാൻ പരസ്യങ്ങൾ ഉപയോഗിച്ച് 19-12-2022-ആം തീയതി മുതൽ 17-12-2022 വരെ പ്രസിദ്ധീകരണം ചെയ്യും. വിവിധ പ്രദേശങ്ങളിൽ പ്രസിദ്ധീകരണ പ്രോഗ്രാമിനെക്കുറിച്ച് വിവിധ പ്രദേശങ്ങളിൽ പ്രസിദ്ധീകരണം ചെയ്യും. വിവിധ പ്രദേശങ്ങളിൽ പ്രസിദ്ധീകരണം ചെയ്യും.

3. പ്രസിദ്ധീകരണ പ്രോഗ്രാമിന്റെ ഭാഗമായി വിവിധ പ്രദേശങ്ങളിൽ പ്രസിദ്ധീകരണം ചെയ്യും. വിവിധ പ്രദേശങ്ങളിൽ പ്രസിദ്ധീകരണം ചെയ്യും. വിവിധ പ്രദേശങ്ങളിൽ പ്രസിദ്ധീകരണം ചെയ്യും.

சரிபார்க்கிட்டு அதன் தகவல்களுக்கீட உயர்கூலம்  
தாளியும் அதற்குரியதுப்பட்டது.

4. இயங்ககலை அதுபாணம் குறையாவிடும்  
உரும் 17-ம் தேதி அதுபாணம் 2-ம் தேதி  
அதுபாணம் அதுபாணம் அதுபாணம்  
அதுபாணம் அதுபாணம் அதுபாணம்  
அதுபாணம் அதுபாணம் அதுபாணம்

5. இயங்ககலை அதுபாணம் அதுபாணம்  
அதுபாணம் 02-01-2023-அதுபாணம் அதுபாணம்  
அதுபாணம் அதுபாணம் அதுபாணம்

6. அதுபாணம் அதுபாணம் அதுபாணம்  
அதுபாணம் அதுபாணம் (Pending fees)  
அதுபாணம் அதுபாணம் அதுபாணம்  
அதுபாணம் அதுபாணம் அதுபாணம்

7. அதுபாணம் அதுபாணம் அதுபாணம்  
19-அதுபாணம் அதுபாணம் 26-அதுபாணம் 29-  
அதுபாணம் அதுபாணம் அதுபாணம்  
அதுபாணம் அதுபாணம் அதுபாணம்

## Meeting minutes

Date : 16.12.2022

Time : 2.05 p.m to 3.00 p.m

Type of meeting : Regular staff meeting

Location : Seminar Hall.

Attendees : The Principal and the teaching staff.

Minutes :-

\* The meeting was headed by the Principal.

\* The meeting was mainly focused on the following

discussions :-

\* Regarding University Examination ,

i) Annamalai University Examination for II UG

and PG commences on 19.12.2022.

ii) Allotment of invigilation duty will be circulated soon.

iii) Invigilators must instruct the candidates to fill the front page of the answer sheet carefully.

iv) In general, the invigilators are responsible for maintaining discipline and good order in the examination hall.

v) Invigilators must ensure that the fascimile is sealed in the hall ticket and answer sheet.

vi) Invigilators must be in time to the examination hall.



\* The bus incharges are insisted to inform the timing of the transportation to the students during examination.

\* The class Incharges are instructed to remind the students about their pending fees.

\* The Principal informed that the last working day for I UG is 17.12.2022.

\* Regular classes continue for I PG without any interruption.

\* The model examination for I UG and I PG commences from 2.01.2023 to 07.01.2023.

\* The staff members are insisted to engage the I PG class in all the periods and not to make them free.

\* The staff are insisted to complete their work then and there.

\* The Principal introduced the new P.FT staff in the meeting.

\* The meeting was ended with the discussion of Thiruvalluvar University Examination which has already commenced for III UG.

## Meeting minutes.

Date : 17 02.2023

Time : 12.30 p.m to 1.15 p.m

Location : Seminar Hall.

Type of meeting : General Staff meeting

Agenda : \* Introduction of new staff members.

\* Instructions regarding first internal examination

\* Instructions related to new subject introduced for all the students through naar mudhalvar scheme.

\* Reminder of general regulations for staff.

Minutes :- \* Regular staff meeting was headed by the Principal along with staff members.

\* The meeting was commenced with the introduction of new staff members.

\* New faculty shared their experience in previous working place.

\* I Internal Assessment Examination commences from 20.02.2023. for all the classes.

\* The Principal instructed the invigilators to oversee and supervise the students during examination.

\* The Principal insisted the staff members to be in time to college and to classes.

\* Faculty members are asked to avail leave

with prior intimation and to avoid taking unnecessary leave.

- \* The Head of the departments are insisted to ensure the setting of the question papers for the internal assessment examination.
- \* The Principal discussed the launching of Naar Mudhalvan scheme by the Government of Tamilnadu to develop the skills of the students.
- \* Regarding Naar mudhalvan scheme,
  - Subjects have been included in the curriculum and mandatory for current semester to be effective from 13.02.2023.
  - The support and cooperation from the staff are welcomed to update and follow Naar mudhalvan scheme.
  - \* The staff members are appreciated for attending the workshop conducted by Annamalai University regarding this scheme.
- \* At the end of the meeting, the Principal instructed to make a positive workplace effect and to update themselves by attending seminars and also publishing journals or articles.

සිව්වැනි මුද්‍රාණයේ ලාභ්‍යවේදනා විකුණුම් විකුණුම්

දිනය : 17-02-2023

වේලාව : 12.30 pm

1. පුද්ගලික වශයෙන් මුද්‍රාණයේ 2-දායක වෙනුවෙන් සහතික කර ගන්නා අයගේ මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම.

2. 2022-2023-ට අදාළව පවත්වාගෙන යාමේ මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම. 20-02-2023-ට අදාළව වෙනස්වීම් සහතික කිරීම සඳහා සහතික කර ගන්නා අයගේ මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම.

3. 10 වැනි වැනි මුද්‍රාණයේ 11 වැනි වැනි මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම. 25 වැනි වැනි මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම. මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම සඳහා සහතික කර ගන්නා අයගේ මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම. මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම සඳහා සහතික කර ගන්නා අයගේ මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම.

4. මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම සඳහා සහතික කර ගන්නා අයගේ මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම. මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම සඳහා සහතික කර ගන්නා අයගේ මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම. මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම සඳහා සහතික කර ගන්නා අයගේ මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම. මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම සඳහා සහතික කර ගන්නා අයගේ මුද්‍රාණයේ වෙනස්වීම් සහතික කිරීම.



## Meeting minutes.

Date : 09.03.2023

Time : 7.00 p.m to 8.00 p.m

Location : Google meet

Type of meeting : General staff meeting.

Minutes :-

\* Regular staff meeting was called to order by the Principal through whatsapp message and the link was shared in the group.

\* The meeting was commenced at 7.00 p.m on 9.03.2023 via google meet.

\* The following faculty shared their ideas and views on different topics.

i) Mrs. R. Bhuvaneshwari, Asst. Professor of Tamil on the topic "SSLV - D<sub>2</sub> launched by ISRO"

ii) Mrs. B. Chinduja, Asst. Professor of English on "The best ways to improve our English language"

iii) Mrs. M. Akundady, Asst. Professor of comp. Science on "Value of Time".

iv) Mrs. A. Kavitharani, Asst. Professor of commerce on "Role of marketing in Economic Development".

\* Feedbacks were given by the staff members and the coordinators.

\* The coordinators had given the instructions regarding the celebration of "Cultural Fete - 2023".

\* The event incharges are insisted to cooperate and coordinate the events in a successful manner.

\* The coordinator of KCSAMW motivated the staff and the speakers for their effective selection of topics.

\* The meeting was ended at 8.00 p.m.

മിതസ്ഥയവസ്ഥയിൽ നവോത്ഥാന പ്രസ്ഥാനത്തിൽ

ദിനപ്പതിപ്പ്      നവം 2023

തീയതി : 09-03-2023

സമയം : 7.00 PM

1. മിതസ്ഥയവസ്ഥയിൽ നവോത്ഥാന പ്രസ്ഥാനത്തിൽ ദിനപ്പതിപ്പ് നവം 2023-ൽ പ്രസിദ്ധീകരിച്ച "SSLV-D2 Launched by ISRO" എന്ന കൃതിയെക്കുറിച്ച് സംസാരിക്കും.

2. മിതസ്ഥയവസ്ഥയിൽ പ്രസ്ഥാനത്തിൽ ദിനപ്പതിപ്പ് പ്രസിദ്ധീകരിച്ച "value of Time" എന്ന കൃതിയെക്കുറിച്ച് സംസാരിക്കും.

3. മിതസ്ഥയവസ്ഥയിൽ പ്രസ്ഥാനത്തിൽ ദിനപ്പതിപ്പ് പ്രസിദ്ധീകരിച്ച "The best ways to improve our English Language" എന്ന കൃതിയെക്കുറിച്ച് സംസാരിക്കും.

4. മിതസ്ഥയവസ്ഥയിൽ പ്രസ്ഥാനത്തിൽ ദിനപ്പതിപ്പ് പ്രസിദ്ധീകരിച്ച "Role of marketing in Economic development" എന്ന കൃതിയെക്കുറിച്ച് സംസാരിക്കും.



5. အိမ်ရာ ဖွဲ့စည်းထူထောင်မှုများကို အသိပညာ ပံ့ပိုးမှု  
ပေးရန်နှင့် R. ဝေဖန်မှုများ ပြုလုပ်မှု ၂၀၁၅ ခုနှစ်  
ပြန်လည်ထူထောင်မှုများကို ပံ့ပိုးမှု ပေးရန်။

6. ပါမောက္ခများ ပေးပို့ထားသည့် စာရွက်ပုံနှိပ်  
ကိရိယာများကို အသိပညာ ပေးပို့မှုများကို  
ပေးပို့ရန်။

7. ဝါသနာရှိရာ ကလောင်ရာ (cultural)  
ဖွဲ့စည်းထူထောင်မှုများ အိမ်ရာ ဖွဲ့စည်းမှု V. အဖွဲ့  
ဝင်များ အဖွဲ့အစည်း 11-03-2023 - အဖွဲ့ဝင်  
များ၏ ဝေဖန်မှုများကို ကလောင်ရာ  
(off stage events), ဝေဖန်မှုများကို ကလောင်ရာ  
(on stage events) ဖြစ်စေ ၂၀၁၅ ခုနှစ်

## MEETING MINUTES

Date: 23.03.2023

Time: 7.00 p.m to 8.00 p.m

Location: googlemeet.

Type of meeting: General staff meeting.

Attendees: The Principal and the staff members.

Minutes:- \* The meeting was headed by the Principal and commenced at 7.00 p.m.

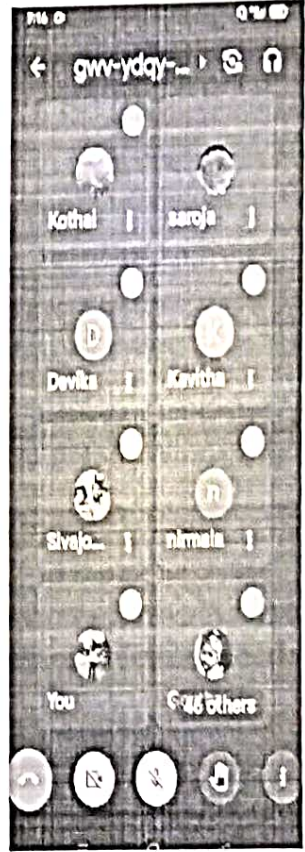
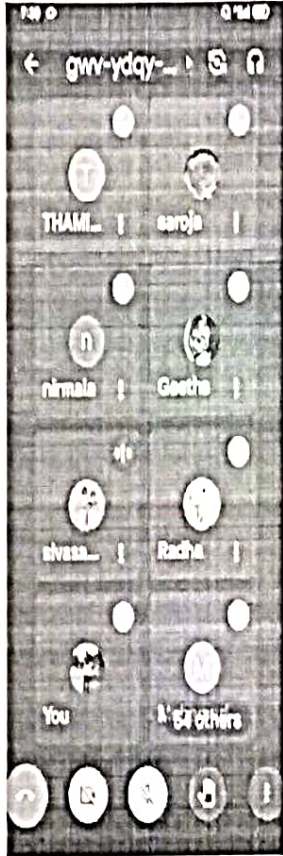
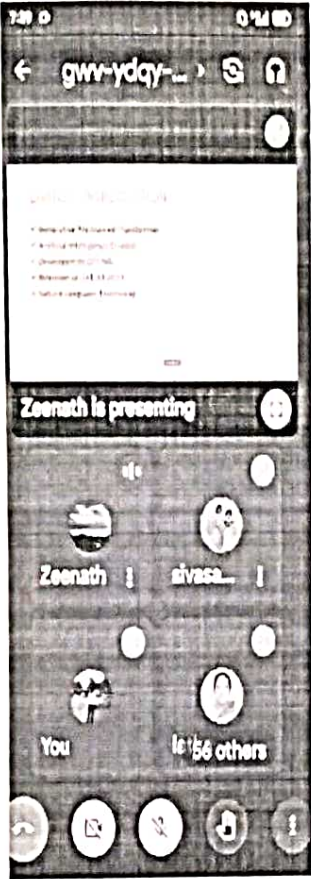
\* The following staff members shared their views on the mentioned topics.

- i. Mrs.V. Tamizhmozhi, Asst.Prof of Tamil – “Today’s challenges for girls education”.
- ii. Mrs.G.Saroja – Asst.Prof of Tamil – “Working women facing challenges in our life”.
- iii. Mrs.S.Mohammed Abeebe – Asst.Prof of Maths – “Music has the power of heal”.
- iv. Mrs.G.Sivasankari – Asst.Prof of Maths – “Never give up on your dreams”.
- v. Mrs.C.Pushpalatha – Asst.Prof of Business Administration – ‘How to deal with fomo in your life”.
- vi. Mrs.S.K.Zeenath Banu – Asst.Prof of Comp.Applications – “ChatGPT”.
- vii. Mrs.M.Thenmozhi – Asst.Prof of Chemistry – “Healthy foods”.
- viii. Mrs.S.Arulmani – Asst.Prof of Physics – “Science is in our daily activity”.
- ix. Ms.R.Sindhuja – Asst.Prof of English – The fabulous lives of butterflies”

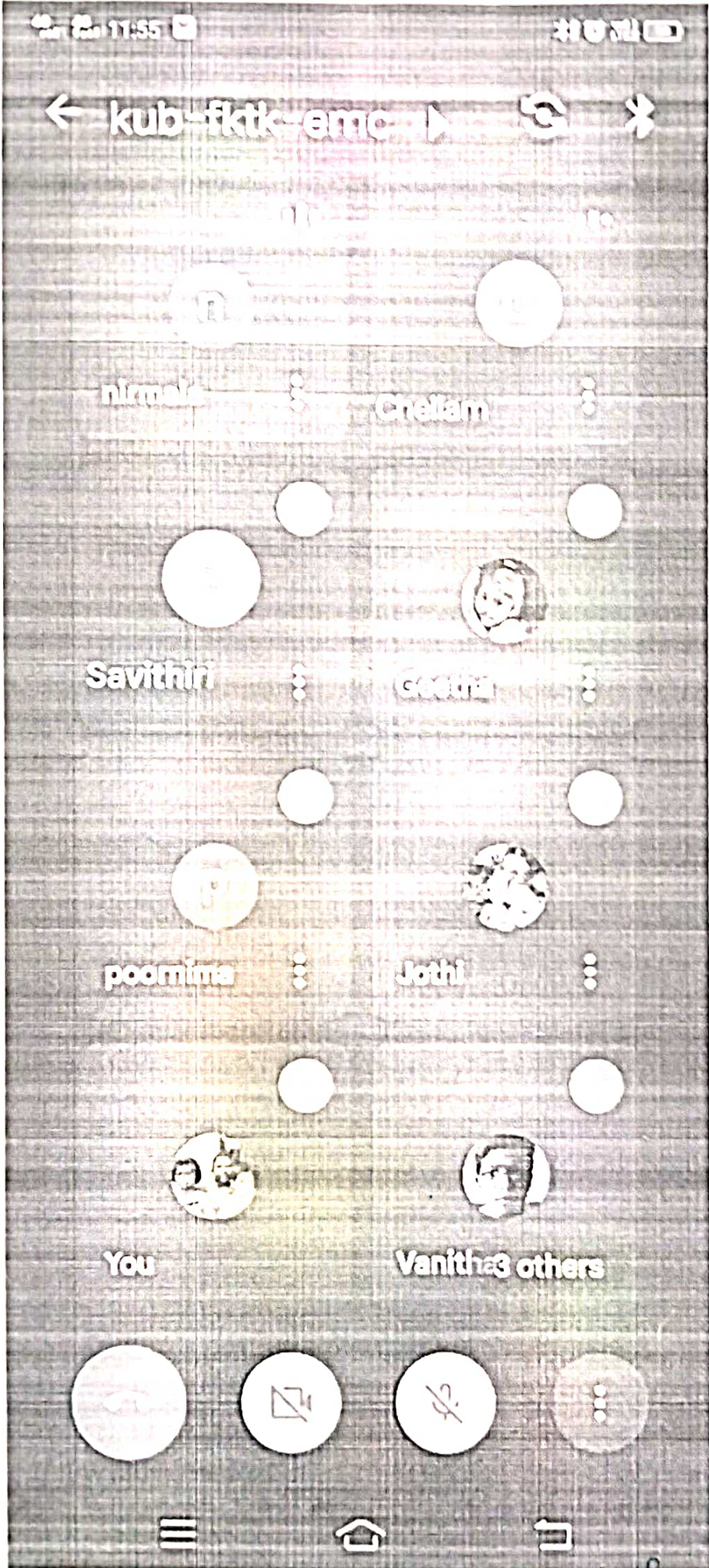
- The Principal appreciated the speakers for their effective topics.
- Feedbacks were given by the staff regarding the five minute talk.
- "Intercollegiate Meet 2023" is organised by the department of computer science and computer application" on march 24, 2023 in Sri Sivaramakrishnan Auditorium.
- The Principal appreciated the coordinators and staff for their prior arrangements and to conduct the Intercollegiate meet in a successful manner.
- The Principal informed the third year under graduate class incharges to make the CIA(I & II) mark entries through an online portal for Apr/May 2023 Semester examination on or before 25.03.2023.
- The class incharges are also instructed to inform about the entries to the Principal, coordinators and Head of the departments.
- Regarding Naan Mudhalvan skill based subject for II UG, the subject incharges are insisted to check the mail ID of the students and update the report to Mrs.R.Kothai, Asst.Prof of computer science,
- The Meeting was dispersed at 8.00 p.m.

A. Keiv

24/3/23.



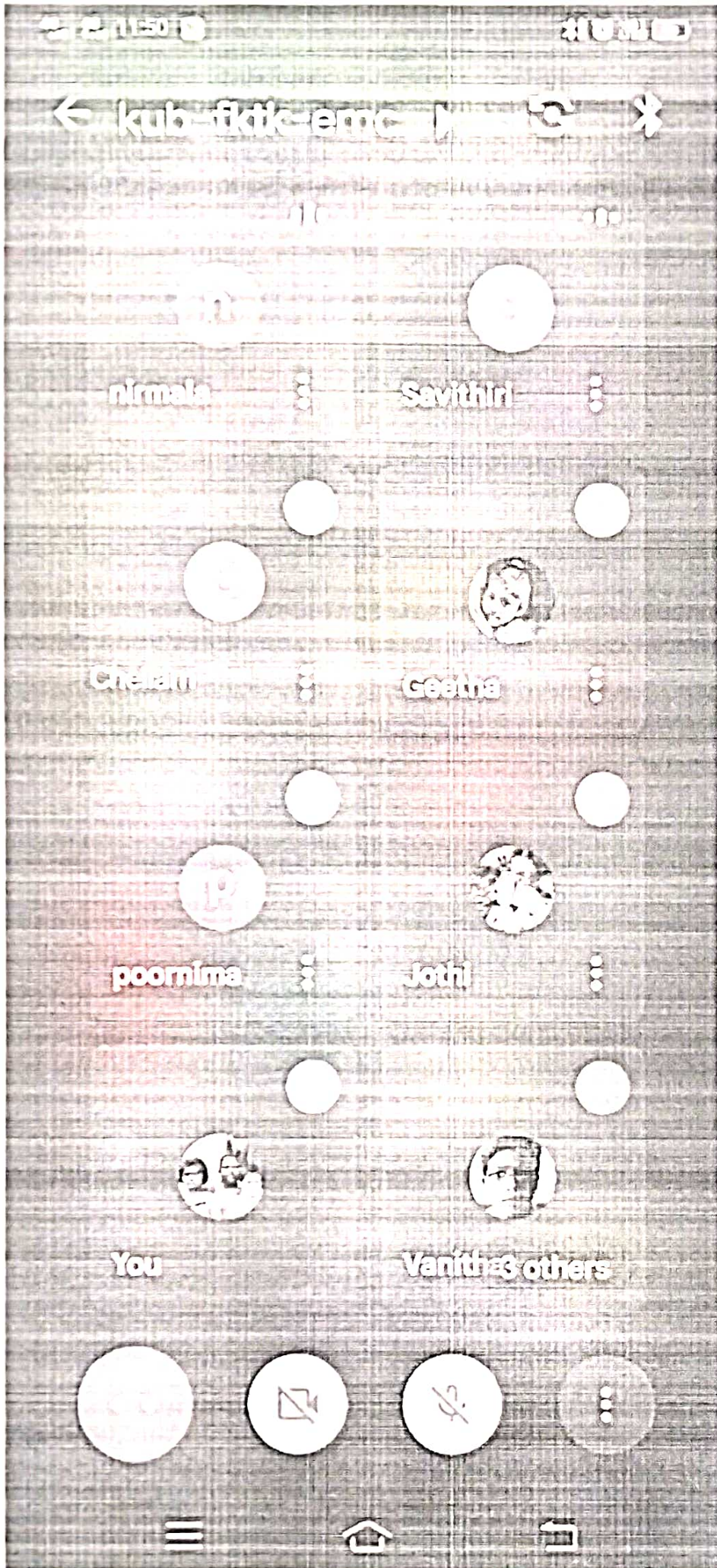
J  
24/3/23



*A. Anandharaj*  
[IASC coordinator]

*A. Renuka*  
principal

chairman



*R. Thirumalaiah*  
 (Team - Coordinator)

*A. Raju*  
 Principal

*[Signature]*  
 chairman -

ဝါထကကမာသဒ္ဓါ၏ ဇာတိလူမျိုး အိမ်ထောင်ရေးအဖွဲ့၏  
တက္ကသိုလ် ဗဟုဂုဏ်သင်တန်း ဖွဲ့စည်းပုံ

နေ့စွဲ : 23-03-2023

အချိန် : 7.00 pm

၁. ဝါထကကမာသဒ္ဓါ၏ ဇာတိလူမျိုး အိမ်ထောင်ရေးအဖွဲ့၏ တက္ကသိုလ် ဗဟုဂုဏ်သင်တန်း ဖွဲ့စည်းပုံအား အခြေခံ၍ အ. ဖေရာအာ အဖွဲ့၏ "working women facing challenges in our daily life" တို့၏ အတွေ့အကြုံများနှင့် ဝ. အခြေခံအားဖြင့် အဖွဲ့၏ "Today's challenges for girls' Education" တို့၏ အတွေ့အကြုံများ

၂. အခြေခံအားဖြင့် အတွေ့အကြုံများ ဖွဲ့စည်းပုံအားဖြင့် ဒ. ဖေရာအာ အဖွဲ့၏ အဖွဲ့၏ "music has the power of deal" တို့၏ အတွေ့အကြုံများနှင့် ဖ. အခြေခံအားဖြင့် အဖွဲ့၏ "Never give up on your dreams" တို့၏ အတွေ့အကြုံများနှင့် ဂ. အခြေခံအားဖြင့် အဖွဲ့၏ "How to deal with FOMO" in your life တို့၏ အတွေ့အကြုံများ

၃. အခြေခံအားဖြင့် အတွေ့အကြုံများ ဖွဲ့စည်းပုံအားဖြင့် ဒီ. အခြေခံအားဖြင့် အဖွဲ့၏ "chat GPT" တို့၏ အတွေ့အကြုံများနှင့် င. အခြေခံအားဖြင့် အဖွဲ့၏ "Healthy foods" တို့၏ အတွေ့အကြုံများ

၄. အခြေခံအားဖြင့် အတွေ့အကြုံများ ဖွဲ့စည်းပုံအားဖြင့် ဒီ. အခြေခံအားဖြင့် အဖွဲ့၏ "Science is in our daily life (activity)" တို့၏ အတွေ့အကြုံများနှင့် ဝ. အခြေခံအားဖြင့် အဖွဲ့၏ "The fabulous lives of butterflies" တို့၏ အတွေ့အကြုံများနှင့် ဝ. အခြေခံအားဖြင့် အဖွဲ့၏ ဖွဲ့စည်းပုံအားဖြင့်





**Krishnasamy College of Science, Arts and Management for Women,  
Anand Nagar, S. Kumarapuram, Nellikuppam, Cuddalore – 607 109.  
Academic Council Meeting Minutes**


**Date:** 26.03.2023

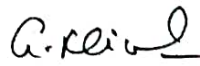
**Time:** 11.30 p.m. – 12.30 p.m.

**Google Meet Link:** <https://meet.google.com/kub-1ktk-emc>

The meeting focused on the below discussion:

- ❖ Analyzed the results of II-UG and II-PG from Annamalai University.
- ❖ Consulted the queries in result galley and action taken.
- ❖ Enquired about the revaluation status and last day to apply.
- ❖ Insist the students to pay the pending bus fees, Semester fees, and mess fees immediately .
- ❖ Discussed about the II – Internal Assessment Test.
- ❖ Informed II – Internal Assessment Test and procedures of Centralized Internal Examination:
  - Make aware the importance of internals to the students.
  - Invigilators must collect their question paper before 9.30 a.m. from Exam Committee.
  - Invigilators must stay in the exam hall till 12.25 p.m. with students.
  - Invigilators should submit their answer script at 12.30 p.m. to the Exam Committee.
  - Examiner can collect their answer script at 3.00 p.m. to 4.00 p.m.
  - Insists the H.O.D.'s to give instructions to staff members regarding Internal exam and their duties.
- ❖ Clarified the doubts regarding Naan Mudhalvan Scheme- Skill developed Program and and it's exams.
- ❖ Enquired about the completion of III-UG(Thiruvalluvar University) I – Internal mark entry.
- ❖ Discussed about the allotment/allocation of II – Internal mark and I attendance percentage.
- ❖ Informed that General staff meeting will be on 29.3.23.
- ❖ Appreciated the Department of Computer Science and Computer Application for the success of the Intercollegiate Meet on 24.3.23.
- ❖ Wished the Department of Commerce for the Intercollegiate Meet on 31.3.23 hoped for the success.
- ❖ At last invited suggestions and ideas in the existing formats and procedures for the welfare of students and staff.

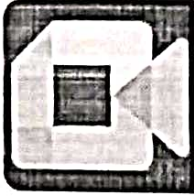
  
[Dr. R. HEMALATHA]  
IQAC Coordinator.

  
principal

  
chairman



👍👍 3:54 pm ✓✓



Meet

Real-time meetings by Google. Use...  
meet.google.com



To join the meeting on Google Meet,  
click this link:

<https://meet.google.com/kub-fktk-emc>

Or open Meet and enter this code:  
kub-fktk-emc

9:05 pm ✓✓

Kindly join for HODs meet tomorrow  
by 11.30 a.m. to discuss about II  
internal mark entry for TVU and next  
week internal assessment of our  
institution.

9:08 pm ✓✓

Class wise University result analysis  
also

9:10 pm ✓✓

Jothi

Ok mam 9 20 pm

For whoever possible, join the meet. If  
you have any previously planned  
activity, go ahead with that.

Kindly bear the inconvenience.



😊 Message



*R. Hemalatha*  
[TAAE Coordinator]

*A. Prasad*  
principal

chairman

**Krishnasamy College of Science, Arts and Management for Women,  
Anand Nagar, S. Kumarapuram, Nellikuppam, Cuddalore – 607 109.  
Academic Council Meeting Minutes**

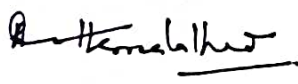
**Date:** 02.04.2023

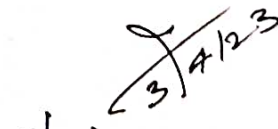
**Time:** 11.30 a.m. – 12.30 p.m.

**Google Meet Link:** <https://meet.google.com/kub-fkfk-cmc>

The meeting focused on the below discussion:

- ❖ Department of Mathematics is conducting Webinar on 03.04.23 through google meet.
- ❖ Enquired about the arrangements for Webinar.
- ❖ All the staff members from various departments and PG students of Maths department are insisted to join in Webinar through google meet.
- ❖ UG Students from the department of Maths will assemble in seminar hall for Webinar.
- ❖ Last date to submit the mark register of individuals and class incharges is on 10.04.2023.
- ❖ Staff members must come in alternative days during holidays for Naan Mudhalvan Scheme mark entry.
- ❖ Staff members must avoid unnecessary visit and talk to the office during academic hours.
- ❖ This internal mark must be considered as III-internal mark for UG final year students.
- ❖ Informed that General staff meeting will be on 04.04.23.
- ❖ Appreciated the Department of Commerce for the success of the Intercollegiate Meet on 31.3.23.
- ❖ Enquired about second year Naan Mudhalvan Course and insisted the H.O.D.s to monitor the follow up activities of NMS course.
- ❖ Aware about the posters shared in social media and avoid sharing individual photos to avoid malpractice.
- ❖ Enquired about Webinar of English department.
- ❖ Discussed about practicals and arrangements.
- ❖ Gathered opinion on conducting farewell, photoshoot and college day.
- ❖ Insisted librarian to complete the Vasippia nessippom program and it's minutes.
- ❖ Insisted the librarian to make video on library activity.
- ❖ Geotag and normal photo for all the programs.
- ❖ Google form will be shared to UG final year students (Thiruvalluvar University) complete it on before 4.4.23.
- ❖ General decorum and discipline should be maintained.
- ❖ At last invited suggestions and ideas regarding awards for staff and students.

  
Coordinator .

  
Chairman .

kub-fkfk-emc



nirjala



Hemalat...



Lakshmi



Jothi



Arulmozhi



poornima



You



Devika2 others



## Meeting minutes

Date: 04.04.2023

Time: 7.10 p.m to 8.00 p.m

Location: googlemeeet.

Attendees: Teaching staff along with the Principal.

Minutes: - The meeting focused on.

\* The following staff members shared their views on the below mentioned topics.

- Mrs. N. Vennila - Asst. professor of Tamil - "India's first women Teacher"
- Mrs. L. Anandalakshmi - Asst. Prof of commerce - Gold.
- Mrs. K. Radhadevi - Asst. Prof of English - purpose of life.
- Mrs. S. Subitha - Asst. Prof of English - Self Love.
- Mrs. K. Mathiarasi - Asst. Prof of Tamil - Shopping.
- Mrs. K. Ramadevi - Asst. Prof. of English - Importance of Kindness.
- Mrs. A.S. Kalavani - Asst. Prof. of BBA - Organic farming benefits of the environment & humans
- Mrs. P. Senthamil Thilagam - Asst. Prof of Tamil - Mobile bone or bare.
- Mrs. T. Valli - Asst. Prof. of Comp. Sci. - Brain Exercise.

\* The Principal appreciated today's speakers for their interesting topics.

\* Feedbacks were given by the staff members regarding this presentation.

\* The purpose of this five minutes speech is to improve the communication skills of the faculty and to get rid of their fear and hesitation.

\* The meeting ~~was~~ ended by 8.00 p.m.

R. Hemalatha  
Coordinator

A. Reddy  
6/14/23  
PRINCIPAL

J. J. J.  
6/14/23  
Chairman.

විභාගාලය විකල්ප සිසුන් ලේඛන

ලිපි ප්‍රවේශය පිටිපිටි

දිනය : 04.04.2023

වේලාව : 7.00 pm

1. විභාගාලය විකල්ප සිසුන් ලේඛන ලිපි ප්‍රවේශය පිටිපිටි ක්‍රමයට ප්‍රවේශය ක්‍රමයට N. ගණිතයේ අධ්‍යයන

"India's first women teacher" ගැන කතා කළ ක්‍රමයට K. ගණිතයේ අධ්‍යයන "Shopping" ගැන කතා කළ ක්‍රමයට P. ගණිතයේ අධ්‍යයන "mobile bone or bone" ගැන කතා කළ ක්‍රමයට

2. විකල්ප සිසුන් ප්‍රවේශය ක්‍රමයට K. ගණිතයේ අධ්‍යයන "The purpose of life" ගැන කතා කළ ක්‍රමයට D. ගණිතයේ අධ්‍යයන "Importance of kindness" ගැන කතා කළ ක්‍රමයට E. ගණිතයේ අධ්‍යයන "Self Love" ගැන කතා කළ ක්‍රමයට

3. විකල්ප සිසුන් ප්‍රවේශය ක්‍රමයට L. ගණිතයේ අධ්‍යයන "Gold" ගැන කතා කළ ක්‍රමයට

4. සාමාන්‍ය මනුෂ්‍යයාගේ සුභතොලතාව වැඩිදියුණු  
වී. සාමාන්‍ය මනුෂ්‍යයා "Brain Exercise" වැඩි  
සුභතොලතාව

5. සාමාන්‍ය ජීවිතයේ සුභතොලතාව  
වැඩිදියුණු A. S. සාමාන්‍ය මනුෂ්‍යයා "Organic farming  
benefits for the environment and human"  
වැඩි සුභතොලතාව වැඩිදියුණු වැඩිදියුණු

6. සුභතොලතාව වැඩිදියුණු වැඩිදියුණු වැඩිදියුණු  
වැඩිදියුණු සුභතොලතාව වැඩිදියුණු වැඩිදියුණු  
වැඩිදියුණු

A. Desil

6/4/23



gww-ydqy-ppz



Basirya



Radha



Ananda



vennila



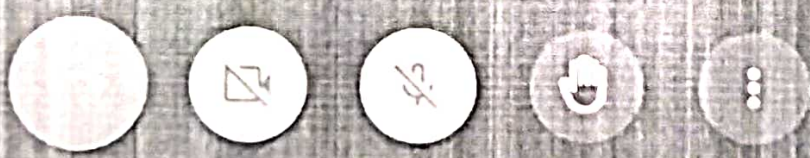
nirmala

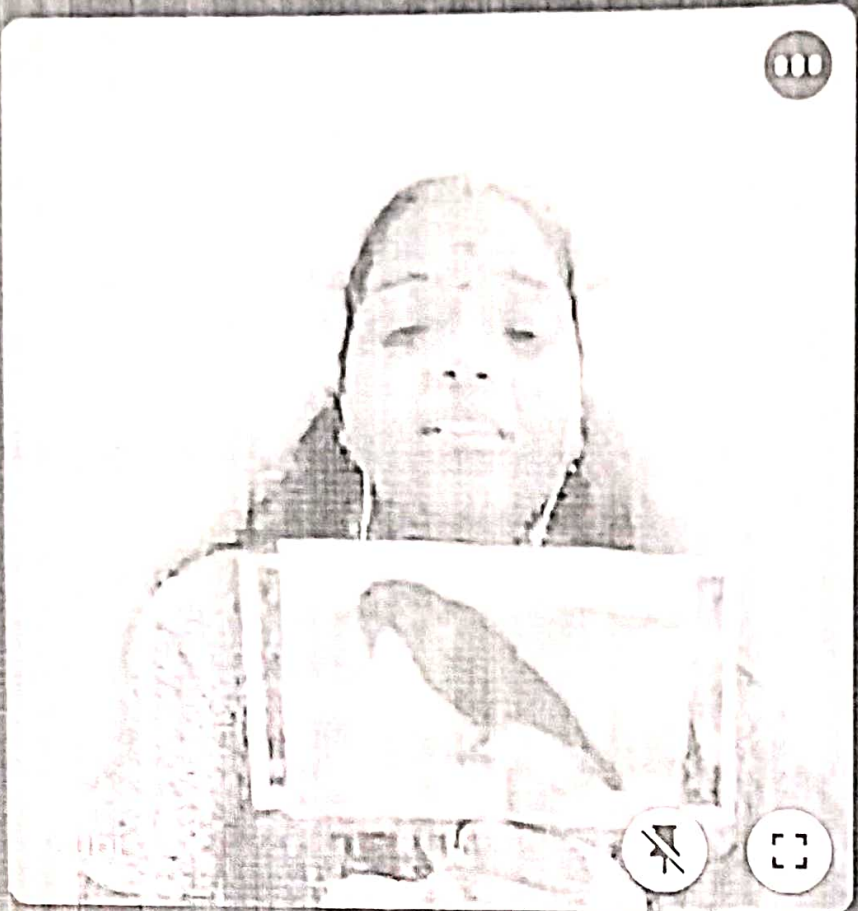


You



Savithi 48 others





Radha



Basriya



You



Ananda 52 others





gww-ydqy-ppz



Basinya

Ananda



vennila

nirmala



Savithiri

Mohamed



You

Devika77 others





Prachi



Prachi



You



Ananda 51 others



**Krishnasamy College of Science, Arts and Management for Women,  
Anand Nagar, S. Kumarapuram, Nellikuppam, Cuddalore – 607 109.  
Academic Council Meeting Minutes**

Date: 10.04.2023 Time: 11.30a.m. – 12.30 p.m.

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The meeting focused on the below discussion:

- ❖ Department of English is conducting Webinar on 11.04.23 through google meet.
- ❖ Enquired about the arrangements for Webinar.
- ❖ All the staff members from various departments and PG students of English department are insisted to join in Webinar through google meet.
- ❖ UG Students from the department of English will assemble in seminar hall for Webinar.
- ❖ Discussed about fees pending list and its remedies.
- ❖ Enquired about NaanMudhalvan Course for all UG and insisted the H.O.D.s to monitor the follow up activities of NMS course.
- ❖ Discussed about the performance of the students in II-Internal Assessment Test and about retest.
- ❖ Finalised the date for III – Internal Assessment Test.

S.No	Date	I -UG	II -UG	III -UG	I -PG	II -PG
1	24.04.2023	Tamil - II	Tamil - IV	Core	Core	Core
2	25.04.2023	English - II	English - IV	Core	Core	Core
3	26.04.2023	Value Ed-FN Soft Skill-AN	NME	Core	Core	NME
4	27.04.2023	Core	Core	Core	Core	Core
5	28.04.2023	Core	Core	Elective	Core	Elective
6	29.04.2023	Allied	Allied	SBS	Elective	----
7	02.05.2023	SBS	SBS	----	-----	-----

- ❖ Discussed about Attendance Percentage for III – Internal.
- ❖ Discussed about practical and its arrangements.
- ❖ Enquired about Revaluation list.
- ❖ Planned to conduct NSS Camp from 24.04.23 to 30.04.23.
- ❖ Insisted to submit the List of endowment prize, achievers, prize winners on or before 18.04.23 from all the department.
- ❖ Discussed about Admission for the academic year 2023-2024. *venue:*
- ❖ Insisted the heads and others to share new ideas regarding admission on or before 20.04.23.
- ❖ General decorum and discipline should be maintained in the campus.

*[Signature]*  
Coordinator

*[Signature]*  
PRINCIPAL *col/123*

*[Signature]*  
chairman.

ဝိဇ္ဇာဘိဝံသ သင်္ချာ ဘာသာ အသိပညာ အဖွဲ့ အဖွဲ့

ဇွန်လ ၂၀၂၃

ရက်စွဲ : 20-04-2023

ရက်စွဲ : 7.00 pm

1. ဝိဇ္ဇာဘိဝံသ သင်္ချာ ဘာသာ အသိပညာ အဖွဲ့  
ဇွန်လ ဇွန်လ ၂၀၂၃ ခုနှစ် အသိပညာ အဖွဲ့  
အဖွဲ့ K. ဝိဇ္ဇာ အသိပညာ "personality development"  
အဖွဲ့ အသိပညာ

2. ဝိဇ္ဇာဘိဝံသ သင်္ချာ ဘာသာ အသိပညာ အဖွဲ့  
R. ဝိဇ္ဇာ အသိပညာ "Hackers" အဖွဲ့ အသိပညာ

3. ဝိဇ္ဇာဘိဝံသ သင်္ချာ ဘာသာ အသိပညာ အဖွဲ့  
အသိပညာ "words of wisdom" အဖွဲ့ အသိပညာ  
အဖွဲ့ M. ဝိဇ္ဇာ အသိပညာ "The power of media"  
အဖွဲ့ အသိပညာ ၃. ဝိဇ္ဇာ အသိပညာ "Books" အဖွဲ့ အသိပညာ

4. ဝိဇ္ဇာဘိဝံသ သင်္ချာ ဘာသာ အသိပညာ အဖွဲ့  
အသိပညာ "why money is important in our  
life" အဖွဲ့ အသိပညာ



## Meeting minutes.

Date : 03.05.2023

Time : 7.10 p.m to 8.00 p.m

Location : via googlemet

Type of meeting : Regular staff meeting

Attendees : The Principal along with staff members

Minutes :

\* The following staff members shared their views on the below mentioned topics.

\* Mrs. E. Septima - Asst. Prof. of English - National Education Policy 2020.

\* Mrs. V. Vanitha - HOD/ Asst. Prof. of Comp. Science - How to make a life beautiful.

\* Mrs. R. Sangeetha Priya - Asst. Prof. of comp. Applications - Self confidence

\* Mrs. R. Kalairani - Asst. Prof. of comp. Science - Benefits of planting tree

\* Mrs. G. Packialakshmi - Asst. Prof. of Commerce - Taxes.

\* Mrs. J. Sushma - Asst. Prof. of English - when you do with full involvement

\* Miss. N. Yamuna - Asst. Prof. of comp. Science - Traditional dresses of Tamilnadu.



\* Mrs. G. Rajathi - Asst. Prof. of Business Administration -  
Interesting management thoughts in the holy  
book of the world.

\* Mrs. A. Ellaikya - Asst. Prof. of comp. Applications  
Smile.

\* Feedbacks were given by the staff  
members.

\* The Principal appreciated the speakers  
for their effective topics and their involvement.

\* The meeting was dispersed at 8.00 p.m.

සාමාන්‍යයන් බලාපොරොත්තු කිරීමේ ප්‍රදානය  
ලෝකයේ ප්‍රගතිශීලීත්වයේ පිටිපිහිටීම

දිනය : 03-05-2023

වේලාව : 7.00 pm

1. සාමාන්‍යයන් බලාපොරොත්තු කිරීමේ ප්‍රදානය  
ලෝකයේ ප්‍රගතිශීලීත්වයේ පිටිපිහිටීමේ කාර්යයේ වැදගත්කම  
ප්‍රගතිශීලීත්වයේ පිටිපිහිටීමේ කාර්යයේ වැදගත්කම " How to  
make a life beautiful " ආදිය දක්වමින්  
N. ආනන්ද ආනන්ද " Traditional Dresses of  
Tamilnadu " ආදිය දක්වමින් R. ආනන්ද  
ආනන්ද " Benefits of planting tree " ආදිය  
දක්වමින්

2. ජාතික දැනුමේ ප්‍රගතිශීලීත්වයේ පිටිපිහිටීමේ කාර්යයේ  
E. ආනන්ද ආනන්ද " National education  
policy 2020 " ආදිය දක්වමින් J. ආනන්ද  
ආනන්ද " when you do it with full involvement "  
ආදිය දක්වමින්

3. කාර්යයේ සාර්ථකත්වයේ දැනුමේ  
ප්‍රගතිශීලීත්වයේ පිටිපිහිටීමේ කාර්යයේ වැදගත්කම  
ආනන්ද " Self confidence " ආදිය දක්වමින්

2  
" දික්වීමේ ක්ෂේත්‍රයේ A. පර්සිස්ටන්ස් විසින්  
" Smile " නමින් දික්වීමේ ක්ෂේත්‍රයේ

4. වර්තමානයේ දික්වීමේ ක්ෂේත්‍රයේ G. පර්සිස්ටන්ස් විසින්  
" Taxes " නමින් දික්වීමේ ක්ෂේත්‍රයේ

5. වර්තමානයේ දික්වීමේ ක්ෂේත්‍රයේ  
G. පර්සිස්ටන්ස් විසින් " Interesting management  
thoughts in the holy book of the world "  
නමින් දික්වීමේ ක්ෂේත්‍රයේ දික්වීමේ ක්ෂේත්‍රයේ.

6. දික්වීමේ ක්ෂේත්‍රයේ දික්වීමේ ක්ෂේත්‍රයේ දික්වීමේ ක්ෂේත්‍රයේ  
දික්වීමේ ක්ෂේත්‍රයේ දික්වීමේ ක්ෂේත්‍රයේ දික්වීමේ ක්ෂේත්‍රයේ  
දික්වීමේ ක්ෂේත්‍රයේ දික්වීමේ ක්ෂේත්‍රයේ දික්වීමේ ක්ෂේත්‍රයේ

## Meeting minutes

Date: 15.05.2023

Time: 3.40 p.m to 4.10 p.m

Location: Seminar hall.

Minutes: \* Regular staff meeting was headed by the principal along with the staff members.

\* Regarding Thiruvalluvar University Examination, the class incharges of III UG must instruct the students to pay the fees before 17.05.2023.

\* The class incharges of III UG and HOD's make sure of their students' fees paid list.

\* The details of the paid list must be updated to the coordinator.

\* The criteria incharges are insisted to complete their files with full effort and involvement regarding NAAC.

\* The class incharges are instructed to get ready with their internal marks for Annamalai University portal.

\* The principal insisted the invigilators to be in the examination hall at 9.20 a.m.

\* In general, the invigilators are responsible for maintaining discipline and good order during examination.

\* The class incharges are insisted to remind the fees arrears.

\* College for II and III years for the next academic year is planning to reoper on 19.06.2023.

\* Vacation holidays for staff members declared in the staff meeting.

\* The meeting dispersed at 4.10 p.m.

**கல்யாணி இதழைப் மற்றும் பிராசியர்கள் சந்திய**

தேதி: 15.05.2022

நேரம்: 3.30 PM

1. பிராசியர்களின் உடுப்பை சிறுத்து அறிவிக்கப்பட்டது. மேலும் 17 டி 22 மற்றும் 31 டி 06 போன்ற இது வாரங்களில் காண்கப்படும் உடுப்பை ஒரு பக்கி பிராசியரும் , 24 டி 30 மற்றும் 7 டி 13 போன்ற இது வாரங்களில் காண்கப்படும் உடுப்பை மற்றும் மீறாந் மரிய. பிராசியர்கள் சிறுத்துக் காண்கப்படும் கற்றுப்படு , ஒவ்வாடு வாந்தித்திரிய பிராசியர் கையெழுத்து வாந்திப்பட்டு.

2. இளங்கலை சேற்றாமாண்டு மாணவர்களைத் தேர்வுக்கட்டணத்தை கிணைய வட்டியல் வசூத்தும் சேற்றத்தித்து மாணவர்களை 4000க்குள் ஒவ்வாடு துறையின் சேற்றாமாண்டு மாணவர்களின் வாய்ப்பாடுகளை அறிவிக்கப்பட்டது. மேலும் தேர்வு கட்டணம் வசூத்திய மாணவர்களின் அறிவிக்கலை வாய்ப்பாடும் , கற்றுத்தலைவரும் கண்காணித்து சூல்களும் வசூத்தும் பிடி அறிவித்தப்பட்டது.

3. பக்கலைக்கடிகைத் தேர்வு நடைமுறையும் நாட்களில் பிராசியர்கள் வசூத்தமாக வரும் நேரத்தை (9.30) வடவம் 15 நிமிடங்கள் சேற்றதாகவே (9.15) உடும்பிடி அறிவித்தப்பட்டது.

4. இளங்கலை சூலம் மற்றும் இரண்டாமாண்டு மாணவர்களின் பாடத்திட்டங்கள் உடுக்காலங்களில் மற்றும் வடவம் சேற்றம், சேற்றாமாண்டு மாணவர்களின் பாடத்திட்டங்களில் சிறு மாற்றுங்கள் மீயல் வாய்ப்பாடுகளை சேற்றம் கற்றுப்பட்டு.

5. நமது கல்யாணியின் மாணவர் சேர்க்கை நடைமுறையையும், இது சிறுத்து தகவல்களையும் மாணவர்கள், வற்றாரர்கள், இறவர்கள் நண்பர்கள் சன சினைகளுக்கும் தெரியப்படுத்தும் பிடி அறிவித்தப்பட்டது.

6. உடுப்பிடுகு ஒவ்வாடு பிராசியர்கள் கற்றுத்தலாபாடு தந்தகைது பணியை சேற்றதாகவே சூல்களும் பிடி கற்றுப்பட்டு.

7. 2023-2024 கல்வியாண்டில் பணியாற்றப்பட்ட பதிய  
பெறாசிரியர்களுக்கு உறுப்பி அளிக்கப்பட மாட்டாது என்றும் குறிப்பிடப்பட்டு

8. இதல் மற்றும் இரண்டாமாண்டு அகமதிப்பீட்டுத் தீர்மானங்களை  
மதிப்பீடுகளை அண்ணாமலைப் பல்கலைக்கழக உணவகத்தில்  
பதிவு செய்துள்ள தயாரிப்பு செய்து வைத்துக் கொள்ளும்படி அத்தனை  
உறுப்பி அளிக்கப்பட்டது.

9. பெறாசிரியர்கள் காலை 9.30 இதல் மாலை 4.00 மணி வரை  
கல்யாணியில் கல்விப்பயிற்சிப் பிள்ளைமாடத்தை இறங்கி தரக்கொள்ளும்  
படியும், பெறாசிரியர்கள் தங்களைத் தனித்தனியாக வெளியே  
பெறக்கூடாது என்றும் குறிப்பிடப்பட்டது.

## Meeting minutes.

Date : 17.05.2023

Time : 7.00 p.m to 8.00 p.m

Platform : via googlemet.

Type of meeting : Regular staff meeting.

Minutes : \* The meeting was called to order by the principal through a message in whatsapp group.

\* The following staff members presented their views in an effective manner.

- i) Mrs. M-I. Razia Begum - Asst. Prof of Commerce -  
post office savings schemes
- ii) Mrs. A. Adhilakshmi - Asst. Prof. of Chemistry - Nature
- iii) Mrs. K. Annapurany - Asst. Prof. of English - Patience.
- iv) Mrs. V. Deepasundari - Asst. Prof. of Commerce - Global  
warming
- v) Mrs. K. Vaishnavi - Asst. Prof. of Mathematics -  
A glass of water.
- vi) Mrs. C.M. Mahalakshmi - Asst. Prof. of Chemistry -  
Positive thinking.
- vii) Mrs. A. Deiva Priya - Asst. Prof of Comp. Science - The  
Importance of food in daily life
- viii) Mrs. P. R. Maheswari - Asst. Prof of Statistics - Health  
is wealth.



- ix) Mrs. S. Gajalakshmi - Asst. Prof. of Chemistry - Power of reading
- x) Miss. A. Pavithra - Asst. Prof. of Chemistry - Chemistry in everyday life
- xi) Mrs. G. Revathi - Asst. Prof. of Tamil - Changing generation.

\* Dr. Mrs. S. Pournima, HOD, Department of Statistics appreciated the speakers for their interesting topics.

\* Mrs. S. Subitha, Asst. Prof. of English, had delivered the feedback about the speakers and their topics.

\* The Principal had given the positive feedback and motivated the staff members to deliver more valuable feedback.

\* The Principal conveyed that the purpose of this short speech is to develop the communication of the staff members and to overcome of their fear in communication.

\* The meeting was ended at 8.00 p.m.

ဝိတကမာဏဋီယာန် ဖြစ်လာပျက် အနိမ့်အမြင့် ဖြေရှင်းပါ လာကွယ်  
ဇေယျာဝိသေသနာတိ ခုတ်ကောက်

ရက်စွဲ : 17-05-2023

ပထမ : 7.00 PM

1. ဝိတကမာဏဋီယာန် ဖြစ်လာပျက် အနိမ့်အမြင့် ဖြေရှင်းပါ လာကွယ်  
ဇေယျာဝိသေသနာတိ ခုတ်ကောက် သက်တမ်းပိုင်း နှစ်ကွဲ ဇေယျာဝိသေသနာတိ  
နှစ်ကွဲ မ.ပ. ဤသောပုဒ် အပိုင်း "Post office Savings  
Schemes" တို့ကို အကဲဖြတ်ချက် နှစ်ကွဲ V. နှစ်ကွဲအပိုင်း အပိုင်း  
"Global Warming" တို့ကို အကဲဖြတ်ချက်

2. ဇေယျာဝိသေသနာတိ နှစ်ကွဲ ဇေယျာဝိသေသနာတိ နှစ်ကွဲ. A. အပိုင်း  
လက်ခံ အပိုင်း "Nature" တို့ကို အကဲဖြတ်ချက် နှစ်ကွဲ  
C.M. လက်ခံ အပိုင်း "Positive thinking"  
တို့ကို အကဲဖြတ်ချက် A. ပညာရှိဟု အပိုင်း "Chemistry  
in Everyday life" တို့ကို အကဲဖြတ်ချက်  
2. လက်ခံ အပိုင်း "Power of Reading"  
တို့ကို အကဲဖြတ်ချက်

2. အပိုင်းအပိုင်း နှစ်ကွဲ ဇေယျာဝိသေသနာတိ နှစ်ကွဲ  
K. အပိုင်းအပိုင်း အပိုင်း "Patience" တို့ကို  
အကဲဖြတ်ချက်



## Meeting Minutes

Date : 21.05.2023

Time : 7.00 p.m to 8.00 p.m

Platform : via googlemet.

Type of meeting : Regular staff meeting.

Minutes :- The meeting was called to order by the Principal through a message in whatsapp group

\* The following staff members shared their views in an active manner.

i) Mrs. R. Hemalatha - HOD / Associate Professor of Chemistry  
- Hard work versus Smart work

ii) Mrs. P. Priya - Assistant Professor of Commerce -  
Cryptocurrency.

iii) Mrs. S. Shakila - Assistant Professor of Commerce -  
Mutual funds.

iv) Mrs. D. Devika - Assistant Professor of physics -  
Honeybee.

v) Mrs. S. Deepa - Assistant Professor of Commerce -  
Demonetisation.

vi) Mrs. G. Sivasakthi - Assistant Professor of Commerce  
- Green Marketing.

vii) Mrs. J. Banupriya - Assistant Professor of computer Science  
- Importance and Impacts of skipping breakfast

vii) Mrs. S. Shobana - Assistant Professor of Tamil -  
Medicinal thoughts in Thirukkural.

ix) Mrs. G. Jamikshelvi - Assistant Professor of Commerce -  
Five year Plan in India.

\* The Principal appreciated the speakers and given positive feedbacks on their selection of topics.

\* The staff members from all the departments expressed their appreciation regarding the speakers and their topics.

\* The meeting was ended at 8.00 p.m

മിതമായ വളർച്ചയ്ക്ക് അനുകൂലമായ സാഹചര്യം സൃഷ്ടിക്കൽ

ശ്രീലങ്കയിലെ സാമ്പത്തിക സാഹചര്യം

തീയതി : 24-05-2023

സമയം : 7.00 pm

1. മിതമായ വളർച്ചയ്ക്ക് അനുകൂലമായ സാഹചര്യം സൃഷ്ടിക്കൽ  
ശ്രീലങ്കയിലെ സാമ്പത്തിക സാഹചര്യം സാധാരണ സാഹചര്യം സൃഷ്ടിക്കൽ  
ക്രമം 5. മെമ്പർമാർക്ക് മാത്രമായി " Hard work Vs  
Smart work " എന്ന സിദ്ധാന്തം

2. മെമ്പർമാർക്ക് മാത്രമായി സാമ്പത്തിക സാഹചര്യം സൃഷ്ടിക്കൽ  
എ. പി. സി. മാത്രമായി " Crypto Currency "  
എന്ന സിദ്ധാന്തം ക്രമം 6. മെമ്പർമാർക്ക് മാത്രമായി  
" mutual fund " എന്ന സിദ്ധാന്തം ക്രമം 7. മെമ്പർമാർക്ക് മാത്രമായി  
മാത്രമായി " Green marketing " എന്ന സിദ്ധാന്തം  
ക്രമം 8. എ. പി. സി. മാത്രമായി " Demonetisation "  
എന്ന സിദ്ധാന്തം ക്രമം 9. മെമ്പർമാർക്ക് മാത്രമായി മാത്രമായി  
" Five year plan in India " എന്ന സിദ്ധാന്തം

3. മെമ്പർമാർക്ക് മാത്രമായി സാമ്പത്തിക സാഹചര്യം സൃഷ്ടിക്കൽ  
9. മെമ്പർമാർക്ക് മാത്രമായി " medicinal

thoughts in Thirukkural " என்னை நோக்கி "

4. சான்ற அறிவுடன் சமையல் செய்தல் பற்றி  
என். பஞ்சவர்ணம் அறிக்கை " Importance  
of Breakfast and Impacts of Skipping  
Breakfast " என்னை நோக்கி "

5. சமையல் செய்தல் பற்றி பற்றி  
என். சிவசுந்தரி அறிக்கை " Honey Bees " என்னை  
நோக்கி செய்தல் பற்றி பற்றி பற்றி.

6. சமையல் செய்தல் பற்றி பற்றி பற்றி  
என்னை நோக்கி செய்தல் பற்றி பற்றி பற்றி  
என்னை நோக்கி.

## Meeting minutes

Date : 31.05.2023

Time : 7.00 p.m to 8.15 p.m

Platform : Googlemeet

Type of meeting : Regular staff meeting.

Minutes :- \* The meeting was headed by the Principal along with the staff members.

\* The following staff members presented their topics in an effective manner.

- i) Mrs. S. Poornima - HOD / Associate Professor of Statistics - Ordinary heroes.
- ii) Mrs. R. Kothai - Assistant Professor of Computer Science - Switzerland Time Bank
- iii) Mrs. B. Savitri - HOD / Assistant Professor of Commerce Consumer Rights
- iv) Mrs. M. Lakshmi - HOD / Assistant Professor of Business Administration - Life History of Malavika Hedge
- v) Mrs. A. Sivajothi - HOD / Assistant Professor of English Live your life to the fullest
- vi) Mrs. V. Anulmozhi - Librarian - Sea food
- vii) Mrs. D. Viji - Assistant Professor of Computer Applications - Real happiness in our life.



- viii) Miss K. Vijayakumari - Assistant Professor of Chemistry - Advantages and disadvantages of Mobile Phones
- ix) Mrs. S. Radhika - Assistant Professor of Computer Science - Social media bane or boon.
- x) Mrs. D. Shoba - Assistant Professor of Physics - Rocket women.
- xi) Mrs. M. B. Basirija - Assistant Professor of English - Travelling.

\* The Principal and the staff members appreciated the speakers of today, and given the positive feedbacks.

\* The meeting was dispersed at 8.15 p.m.

විනෝදාස්වාදනීය විමලාසනයේ සිංග්ලාස් ලේඛනය

ලෝකීය ප්‍රවෘත්තිකර්ම පිටිපිටි

දිනය : 21-05-2023

වේලාව : 7.00 pm

1. විනෝදාස්වාදනීය විමලාසනයේ සිංග්ලාස් ලේඛනය  
ලෝකීය ප්‍රවෘත්තිකර්ම පිටිපිටියේ ජාතිකයන් සාමාජිකයන්  
ප්‍රවෘත්තිකර්ම ක්‍රමයේ ම. ප්‍රතිකර්මයක් වන " The  
Ordinary heroes " වැනි ක්‍රමයක්
2. වර්තමානයේ සාමාජිකයන් සාමාජිකයන් ක්‍රමයේ ම. ප්‍රතිකර්මයක්  
වන " Consumer Rights " වැනි ක්‍රමයක්
3. සාමාජිකයන් සාමාජිකයන් ක්‍රමයේ ම. ප්‍රතිකර්මයක්  
වන " Live your life to the fullest " වැනි ක්‍රමයක්  
වන " Travelling " වැනි ක්‍රමයක්
4. වර්තමානයේ සාමාජිකයන් සාමාජිකයන් ක්‍රමයේ  
ප්‍රවෘත්තිකර්ම ක්‍රමයේ ම. ප්‍රතිකර්මයක් වන " Switzerland  
Time Bank " වැනි ක්‍රමයක්

5. සමාජ මාධ්‍ය මත පදනම් වූ "Social media Bane or Boon" විකල්ප ක්‍රමයක්

6. සමාජ මාධ්‍ය මත පදනම් වූ "Sea Food" විකල්ප ක්‍රමයක්

7. සමාජ මාධ්‍ය මත පදනම් වූ "Life story of Malavika Hedge" විකල්ප ක්‍රමයක්

8. සමාජ මාධ්‍ය මත පදනම් වූ "Real Happiness in our life" විකල්ප ක්‍රමයක්

9. සමාජ මාධ්‍ය මත පදනම් වූ "Rocket women" විකල්ප ක්‍රමයක්

10. සමාජ මාධ්‍ය මත පදනම් වූ "mobile phone - Advantages and disadvantages" විකල්ප ක්‍රමයක්

11. සමාජ මාධ්‍ය මත පදනම් වූ "Longing for the past" විකල්ප ක්‍රමයක්