

7.1.10 The institution has a prescribed code of conduct for students, teachers, administrators, and other staff and conductors periodic programmes in this regard

1. CONDUCT OF STUDENTS

- Every student should wear neat and tidy dress. It should be modest,
- Students must be courteous enough to greet the teachers while meeting them
- When the teacher enters the classroom the students should get up and wish him/her.
- It is a courtesy to remain standing till the teacher's order
- Student can leave the classroom on valid reason only at the permission of the teacher.
- Students should abstain from active participation in party or communal politics
- Students should be present in their respective classes at the stroke of the first bell both in the forenoon and afternoon sessions. They should not roam about either in the verandah or in the open during the working hours
- As per the norms of the University, the students who produce at least 80% of attendance during physical training classes shall only be granted certificate of attendance.
- Latecomers will be marked absent for the period
- Any Parent or guardian who wishes to meet their ward during the class hours shall contact office
- Students must ensure cleanliness in the entire campus
- Cost of the damage caused to any of the properties of the institution will be recovered from the student or students concerned,
- Any change in the address of the student should be intimated to the office/class in charge immediately
- All notices and circulars intended for the students will be displayed in the notice board. The students are bound to have a glance at the notice board regularly
- Students are advised not to indulge in any in disciplinary activity to avoid penalty/suspension/ expulsion
- All the students must make it a regularity that they should be seen with wearing the ID cards from the very second they enter the college to the second they exit the premises of the college
- Mobile Phone Strictly Prohibited inside the College Campus

Guidelines for International Students

Every student is expected to maintain discipline and practice ethical values towards gaining knowledge

- The student must seek to direct all their efforts towards the study and fulfilling the academic requirement
- They must submit all the relevant documents and pay the requisite fee within the due date notified
- They should maintain harmony with the below students and staff members

- They should not engage themselves in any misconduct or unlawful activities both on and off the College campus
- Ragging is banned and Smoking is prohibited
- Using Mobile Phone within the campus is forbidden & They must maintain dress code prescribed
- They must attend the classes regularly and adhere to the instructions issued from time to time
- They should avoid Unauthorized Absence under any circumstances
- For availing of leave, they must obtain written permission from the authorities concerned in the format prescribed
- They must declare their place of residence with full address including phone No to the College
- They should not cause any wastage / damage to the property of the College directly or indirectly
- The students are supposed to follow the rules and regulations of the college and the University at all times.
- They should abide by the Laws and Directives of the Government of India/Tamil Nadu

Covid - 19 Standard Operating Procedures (SOP)

STAY SAFE ! STAY HALE! STAY HEALTHY

1. Everyone should wear mask during their entire stay in the college premises and hostels.
2. Everyone should get their temperature checked at the main entrance
3. Students should leave the campus immediately after the classes are over
4. Everyone should ensure Social distance in the campus
5. Students are permitted to access the canteen only at a specific time
6. Those who come by two wheelers should wear helmets and keep with them the copies of the documents such as Licence, RC Book and other records
7. Seats will be allotted with social distance in the class rooms .
8. Students must bring water bottles (Transparent) from home
9. Don't share lunch with others
10. Don't borrow water bottles from others
11. Maintain social distance in the class rooms and the campus
12. Use quality masks
13. Don't spit in the campus
14. Face or mouth must be covered with a cloth or a handkerchief while sneezing
15. Wash the hands frequently
16. Use sanitizer effectively and economically
17. Avoid touching the nose, face or eyes as far as possible.
18. Temperature of the students will be checked while entering the hostels
19. Avoid mass gathering in the rooms and dining hall
20. Hostellers should keep the rooms neat and clean
21. After entering the hostels, students are not permitted to go out of the hostels
22. Students should pay the hostel room rent and mess bill on or before the 10th date of the every month.
23. Students are restricted to have their food inside the canteen .Students can avail only parcel service from the canteen.

24 Social distance is to be maintained at the food distribution point at the canteen

25. Tokens can be provided to distribute the lunch packets without delay.

26. Students should wear masks while purchasing eatables at the canteen.

RULES OF ATTENDANCE

1. Attendance is marked at the commencement of each hour.
2. A student who wants to avail leave should submit the prescribed application form duly filled in to the class incharge
3. In case, the absence is due to unforeseen cause, the leave application form should be submitted on the first day of the student's return to the college.
4. If a student gets absent for more than three days, he/she should produce a Medical Certificate & must come with their Parents to meet the principal/Dean.

RAGGING – A CRIME

Ragging is an offence and a sin. Unutterable sufferings, woes, agony, torture,insult and humility are meted out to the juniors.Some students perverted may resort to sexual abuse and vulgarity.

Students who are tender-hearted may resort to suicide.Ragging leads to loss of lives.To prevent and prohibit this unlawful and inhuman act,Governments both at the centre and the state have enforced some laws and penalties like heavy fine and imprisonment.

The Supreme Court has directed the educational institutions to hand over the students who indulge in ragging to the local police and enable them to file F.I.R.

Students are advised to abstain from ragging the juniors and treat them with equality and fraternity.

COLLEGE LIBRARY

Rules and Regulations

1. The Librarian is in-charge of the college Library.
2. The Library is automated with gate entry and circulation management system
3. All the staff and the students of the college are members of the library.
4. The library will function on all working days between 9.00 AM and 5.30 PM
5. Every UG student is facilitated to borrow three books.
6. Every PG Student, M.Phil., and Ph.D., scholar can borrow Four books.
7. A student should produce his/her identity card while borrowing books

Counselling Session For Girls Students 09.02.2023

Counselling Session for Girls Students

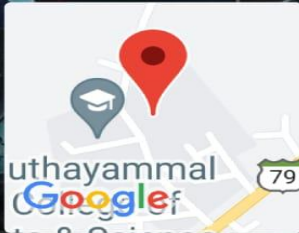
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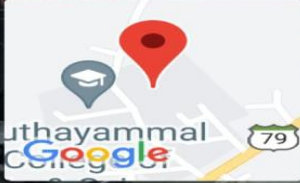
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09.02.2023

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Rasipuram, Tamil Nadu, India
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637406, India
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Long 78.232688°
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Rasipuram, Tamil Nadu, India
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637406, India
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INDUCTION PROGRAMME

First Year B.COM.,BIOTECHNOLOGY,TFD & CHEMISTRY Department Inauguration Programme_ 09-08-2022



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*The Management, Staff and
Senior Students of meas
Cordially Welcome the Freshers*



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Disciplinary Committee

Dr.R.Selvakumaran	Director-Academics
Dr.A.Stella Baby	Vice-Principal
Dr.M.N.Periasamy	Dean Administrations
Dr.S.P.Vijeikumar	Principal
Dr.V.Vijayadeepa	Head Student Progression

B - Block Girl's Incharge (Lunch & Break Times)			
S.No.	Name of the Staff	Designation & Dept	Duty period
1	Dr.L.DEVI	AP/CA	October.2021
2	K.GAYATHRI	AP/CA	
3	Dr.A.ANUSHA PRIYA	AP/CS	November.2021
4	A.M.NIRMALA	AP/CS	
5	M.SUDHA	AP/CS	December.2021
6	Dr.N.NITHIYA	AP/CHEMISTRY	
7	Dr.N.SUDHA	AP/CHEMISTRY	January.2022
8	M.SARANYA	AP/CHEMISTRY	
9	Dr.L.DEVI	AP/CA	February.2022
10	K.GAYATHRI	AP/CA	
11	Dr.A.ANUSHA PRIYA	AP/CS	March.2022
12	A.M.NIRMALA	AP/CS	
13	M.SUDHA	AP/CS	April.2022
14	Dr.N.NITHIYA	AP/CHEMISTRY	
15	Dr.N.SUDHA	AP/CHEMISTRY	May.2022
16	M.SARANYA	AP/CHEMISTRY	
C - Block Overall Incharge			
S.No.	Name of the Department	Duty period	
1	ENGLISH	October.2021	
2	FOUNDATION ENGLISH	November.2021	
3	B.Ed	December.2021	
4	TFD	January.2022	
5	ENGLISH	February.2022	
6	FOUNDATION ENGLISH	March.2022	
7	B.Ed	April.2022	
8	TFD	May.2022	
C - Block Girl's Incharge (Lunch & Break Times)			
S.No.	Name of the Staff	Designation & Dept	Duty period
1	M.LAKSHMI	AP/ENGLISH	October.2021
2	S.RAMYA	AP/TFD	
3	S.LAVANYA	AP/ENGLISH	November.2021
4	S.KATTIYAMMAL	AP/Physics (MCED)	
5	E.SAKTHIPRIYA	AP/ENGLISH	December.2021
6	T.MADHUMATHI	AP/F.ENGLISH	
7	K.SANGEETHA	AP/ENGLISH (MCED)	January.2022
8	K.DHIVYA	AP/MATHS (MCED)	
9	M.LAKSHMI	AP/ENGLISH	February.2022
10	S.RAMYA	AP/TFD	
11	S.LAVANYA	AP/ENGLISH	March.2022
12	S.KATTIYAMMAL	AP/Physics (MCED)	
13	E.SAKTHIPRIYA	AP/ENGLISH	April.2022
14	T.MADHUMATHI	AP/F.ENGLISH	
15	K.SANGEETHA	AP/ENGLISH (MCED)	May.2022
16	K.DHIVYA	AP/MATHS (MCED)	

MUTHAYAMMAL COLLEGE OF ARTS & SCIENCE
(A Unit of VANETRA Group) RASIPURAM.
WING DUTY LIST 2021-2022


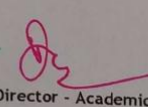
A - Block Overall Incharge			
S.No.	Name of the Department	Duty period	
1	Tamil & Statistics	October.2021	
2	Commerce	November.2021	
3	Biochemistry & Microbiology	December.2021	
4	Tamil & Statistics	January.2022	
5	Commerce	February.2022	
6	Biochemistry & Microbiology	March.2022	
7	Tamil & Statistics	April.2022	
8	Commerce	May.2022	
A - Block Girl's Incharge (Lunch & Break Times)			
S.No.	Name of the Staff	Designation & Dept	Duty period
1	J.Selvi	AP/Tamil	October.2021
2	S.Deepa	AP/Tamil	
3	B.Sangeetha	AP/Tamil	November.2021
4	R.Mehala	AP/Tamil	
5	N.Sathiyabhama	AP/MB	December.2021
6	K.Prema	AP/Commerce	
7	M.Saranya	AP/Commerce	January.2022
8	R.Sasikala	AP/Commerce	
9	J.Selvi	AP/Tamil	February.2022
10	S.Deepa	AP/Tamil	
11	B.Sangeetha	AP/Tamil	March.2022
12	R.Mehala	AP/Tamil	
13	N.Sathiyabhama	AP/MB	April.2022
14	K.Prema	AP/Commerce	
15	M.Saranya	AP/Commerce	May.2022
16	R.Sasikala	AP/Commerce	
B - Block Overall Incharge			
S.No.	Name of the Department	Duty period	
1	CA & BBA	October.2021	
2	CHEMISTRY & CS	November.2021	
3	BIOTECH & ZOOLOGY	December.2021	
4	CA & BBA	January.2022	
5	CHEMISTRY & CS	February.2022	
6	BIOTECH & ZOOLOGY	March.2022	
7	CA,CHEMISTRY & BBA	April.2022	
8	CS,BIOTECH & ZOOLOGY	May.2022	

D - Block Overall Incharge		
S.No.	Name of the Department	Duty period
1	PHYSICS & EC	October.2021
2	MATHS	November.2021
3	PHYSICS & EC	December.2021
4	MATHS	January.2022
5	PHYSICS & EC	February.2022
6	MATHS	March.2022
7	PHYSICS & EC	April.2022
8	MATHS	May.2022

D - Block Girl's Incharge (Lunch & Break Times)

S.No.	Name of the Staff	Designation & Dept	Duty period
1	Dr.K.Sangeetha	AP/Physics	October.2021
2	L.Mohana	AP/Physics	
3	R.Parvatha	AP/Maths	November.2021
4	G.Selvi	AP/Maths	
5	Dr.C.IndiraPriyadharsini	AP/Physics	December.2021
6	A.Suganya	AP/Maths	
7	Dr.K.Sangeetha	AP/Physics	January.2022
8	L.Mohana	AP/Physics	
9	R.Parvatha	AP/Maths	February.2022
10	G.Selvi	AP/Maths	
11	Dr.C.IndiraPriyadharsini	AP/Physics	March.2022
12	A.Suganya	AP/Maths	
13	R.Parvatha	AP/Maths	April.2022
14	G.Selvi	AP/Maths	
15	Dr.C.IndiraPriyadharsini	AP/Physics	May.2022
16	A.Suganya	AP/Maths	

E - Block Overall Incharge : HMCS & PHYSICAL EDUCATION

 Dean Administration
  Vice-Principal
  Principal
  Director - Academics



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COLLEGE OF ARTS
& SCIENCE**
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Recognized by UGC under Section 2(f) & 12 (B)
Recognized for STAR College Scheme - DBT(2018-2021)



RASIPURAM, NAMAKKAL Dt -637 408, TAMIL NADU, INDIA

IQAC and Faculty Development Cell

Jointly organize



on

NEW EDUCATION POLICY 2022



20th
JUL
2022

2.00
PM

Dr (Prof.) A.N.Parameswaran,

Chairman NEP 2020 TASKFORCE- NITTE University
Director, Industry-Institute Collaboration (IIC) &
Coordinator, NITTE Education Trust
NMAM Institute of Technology
Nitte University
Nitte , Karnataka, India

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Muthayammal College of Art and Science Faculty Participation detail

faculty development program on "New Education Policy"		
S.No	Participant	Designation
1	Mrs. Manju Muthuvel	Executive Director, VMI
2	Dr.S.P.Vijekumar	Principal - MCAS
3	Dr.R.Selvakumaran	Director Academics
4	Dr. Marudhai	Principal -MCED
5	Dr.M.N.Periyasamy	Dean Administration
6	Dr.H.Lookman Sithic	Head-IQAC
7	Dr. M. Ramamoorthy	Head-Social activities
8	Dr.V.Vijayadeepa	Head-Students Progression
9	Dr.N.Sudhakar	Head-R & D
10	Dr. Gowrisankar	COE
11	Dr.G.Thangapandi	HOD-Commerce
12	Dr.Sabana Begum	HOD-Biochemistry
13	Dr.Mohan Prabhu	HOD-Statistics
14	Dr.Selvan	HOD-Microbiology
15	Dr.Kaniyan poongundranar	HOD-Tamil
16	Dr.M.Suresh Kumar	HOD-Zoology/Biotech
17	Dr.Sumathi	HOD-Chemistry
18	Dr.Revathi	HOD-Physics
19	Mr.Subramani	HOD-Computer Science
20	Mr.C.Srinivasan	HOD-BBA
21	Ms.Malathi	HOD-Maths
22	Mr.Arulmani	HOD-E & C
23	Mr.Gobinath	HOD-English
24	Dr.Sakthivel	HOD-TFD
25	Mr.Mohanraj	HOD-HMCS
26	Mr.Rathinam	HOD-Foundation English
27	Dr.Sakthivel	Librarian
28	Dr.A.K.Saravanan	CDC -Coordinator <i>Head</i>
29	Mr.Mohammed Iqabl	Placement -Coordinator
30	Dr.Sudha	Head-IIC
31	Mr.Karthigaiselvan	Entrepreneurship cell-Coordinator
32	Mr.Raja Mohamed	Skill Development Center
33	Mr.Rajkumar	Head-IQAC (MPTI)
34	Mr.Dhanapal	Head -IQAC (MCED)
35	Mr.Sankar	Head-placement cell (MPTI)
36	Mr.Kaviarasu	Head - IIC (MPTI)
37	Dr.Nithya	FDP-coordinator

IIC MCAS-Hackathon 19-08-2022



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RASIPURAM, NAMAKKAL Dt-637 408, TAMIL NADU, INDIA

INSTITUTION'S INNOVATION COUNCIL
(Ministry of Education Initiative)

Organizes

MCAS - Hackathon

19th AUGUST 2022

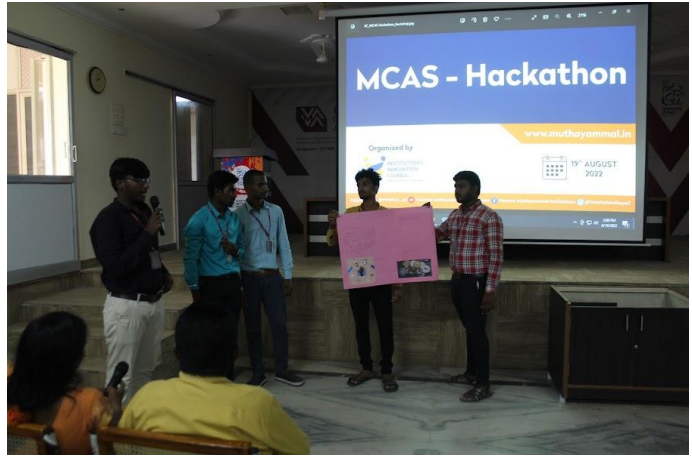
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Resource Person
IIC Team Members
Muthayammal College of Arts & Science (Autonomous)
Rasipuram

Venue
B - Block Conference Hall

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THE PROCESS OWNERS OF MCAS (2021-22)



Dr.S.P.VIJEIKUMAR
Principal
principalarts@muthayammal.in



Dr.A.STELLA BABY
Vice - Principal
dean@muthayammal.in

Research & Development(R&D)



Head- Dr.N.Sudhakar
Asst. Co-ord. - C.Ragu/BT

Institutions Innovation Cell



Head-Asst.Prof.Dr.N.Sudha/CHE
Asst. Co-ord. -A.Ramya/F.Eng

Green Campus & ECO Club



Head- Dr.S.Anbalagan/MB
Asst.Co-ord.- S.Maharajan/BC

Grievance Redressal / SC & ST Cell



Co-ordinator - Asst.Prof.T.Madhumathi/F.Eng
Asst.Co-ord.- Asst.Prof.G.KALAIMANI/F.Eng

Sports Event Management



Head-Kannan/EC

Controller of Examinations



COE (I/C). Dr.A.K.Saravanan/MB
Depy. Controller.- P.Mohankumar/CA

Curriculum Management & Development (CMD)



Co-ordinator- L.Devi/CA
Asst. Co-ord. - Dr.D.Rajasekaran/BT

FDP



Co-ordinator- S.Dinakaran/CA
Asst. Co-ord. -Dr.N.Nithiya/Chem

Admission Cell



Co-ordinator- A.Prabhu/HMCS
Asst. Co-ord. - P.Thamizharasu/Phy

Administration - Academic & Academic Office Management



Co-ordinator -T.Gopi/Che
Asst. Co-ord. -M. Muthukumaran

Internal Quality Assurance Cell (IQAC) & Management Information System (MIS)



Head- Dr.H.Lookmansithic
Co-ordinator -S.Santhosh/EC

Management Review System (MRS) & Project Management Office (PMO)



Co-ordinator - Asst.Prof.P.Suba/BBA
Asst. Co-ord. - L.S.Saranya/F.English

Department File Format Implementation Cell



Co-ordinator -Asst.Prof.M.Lakshmi/English
Asst. Co-ord. -Asst.Prof.S.Aruljothi/Commerce

Sports Activities



Head- Dr.T.Ramesh
Asst. Co-ord. -R. Priyanka/CS

ERP



Co-ordinator - Co-ordinator -Asst.Prof.A.Raja/CA
Asst. Co-ord. - S.Anul kumar

Discipline & Parents Teacher Association



Co-ordinator - Asst.Prof.N.Selvarani/Tamil
Asst. Co-ord. - S.Eswari/Chem

Hostel Management



Co-ordinator- Asst.Prof.A.Sathya/Stat

Human Rights & Citizen Consumer Club



Co-ordinator - Asst.Prof.K.Thangavel/Tamil
Asst. Co-ord. -Asst.Prof.S.Vijayarangan/Commerce

THE PROCESS OWNERS OF MCAS (2021-22)

 <p>Dr. M.N. PERIASAMY Dean - Administration</p> <p>deanadministration@muthayammal.in</p>	 <p>Dr. M. RAMAMOORTHY Head - Social Activities</p> <p>socialactivities@muthayammal.in</p>	 <p>Dr. V. VIJAYA DEEPA Head - Student Progression</p> <p>sp@muthayammal.in</p>	 <p>Dr. H. LOOKMANSITHIC Head - Placement & Skill Development</p> <p>skilldevelopment@muthayammal.in</p>
<p>Asset Management, Academic Infra and Budget</p>	<p>Community College</p>	<p>Information and Communication Technology (ICT)</p>	<p>Placement & Industry Institute Interaction</p>
 <p>Co-ordinator - Asst.Prof.R.Mohanraj/CS Asst. Co-ord. - Asst.Prof.V.Sathishkumar/Phy</p>	 <p>Co-ordinator- Asst.Prof.Dr.G.S.Prabin/Tamil Asst. Co-ord. - Asst.Prof.K.Gayathri/CA</p>	 <p>Co-ordinator- Asst.Prof.T.Prabhu/CA Asst. Co-ord. - Asst.Prof.V.Arbutaraj/CS</p>	 <p>Co-ordinator- Mr.U.Mohamed Iqbal</p>
<p>Transport Planning</p>	<p>Extension Activity YRC & RRC</p>	<p>Magazine Committee</p>	<p>Skill Development Centre</p>
 <p>Co-ordinator - Asst.Prof.A.Mohandass Gandhi IPhy Asst. Co-ord. - Asst.Prof.P.Sitambarasani F.Eng</p>	 <p>Co-ordinator-Dr.P.Selvamaleswaran/BT Asst. Co-ord. - B.Sivasankaran/Tamil</p>	 <p>Co-ordinator-Asst.Prof.K.R.Rajakarthikeyan/Eng Asst. Co-ord. - Asst.Prof.K.Sathishkumar/Tam</p>	 <p>Co-ordinator- H.Rajamohammed/Co Asst. Co-ord. - S.Sivakumar/Comm</p>
<p>Event Management & Hospitality Co-ordinator-</p>	<p>Extra Curricular activities (NSS)</p>	<p>Women's Forum & Anti Sexual Harassment and Gender Violation Cell</p>	<p>Entrepreneurship Development Cell</p>
 <p>Co-ordinator - Asst.Prof.S.Manokarthick/CS Asst. Co-ord. - Asst.Prof.C.Kumaresan/Tam</p>	 <p>Co-ordinator-Asst.Prof.M.Kannan/Tamil Asst. Co-ord. - Asst.Prof.N.Anandharaj/Comm</p>	 <p>Co-ordinator- Asst.Prof.A.M.Nirmala/CS Asst. Co-ord. - Asst.Prof.M.Saranya/Chemistry</p>	 <p>Co-ordinator- Asst.Prof.A.Karthigaiselvam/BBA Asst. Co-ord. - Asst.Prof.J.Selvi/Tamil</p>
<p>Career Awareness Programme</p>	<p>Cell for Physically Challenged</p>	<p>Library Activities</p>	<p>Communication Lab</p>
 <p>Co-ordinator- Asst.Prof.Dr.M.Devi/BC Asst. Co-ord. - Asst.Prof.R.Mehala/Tamil</p>	 <p>Co-ordinator-Asst.Prof.M.Ravi/CA Asst. Co-ord. - Asst.Prof.N.Radhakrishnan/MB</p>	 <p>Head- Dr.T.Sakthivel Asst. Co-ord. - Dr.V.Raja/Tamil</p>	 <p>Co-ordinator-Asst.Prof.M.Sivaramakarthikeyan/Eng Asst. Co-ord. - A.Rajalakshimi</p>
<p>Tutorial Ward system</p>		<p>Co-curricular Activities</p>	<p>Alumni Association</p>
 <p>Co-ordinator- Asst.Prof.N.Padmapriya/CA Asst. Co-ord. - Asst.Prof.M.Sudha/CS</p>		 <p>Co-ordinator-Asst.Prof.S.Deepa/Tamil Asst. Co-ord. - Asst.Prof.S.Ramya/TFD</p>	 <p>Co-ordinator- Asst.Prof.Dr.M.Selvan/MB Asst. Co-ord. - Asst.Prof.M.Sathya/Chem</p>

HEAD OF THE DEPARTMENTS (2021-22)



Mr. C. Srinivasan
Head
Department of BBA



Mr. S. Rathinam
Head
Dept. of Foundation English



Dr. B. Vasumathi
Head
Department of CA



Mr. M. Mohanraj
Head
Dept. of HMCS



Dr. M. Shabana Begum
Head
Dept. of Biochemistry



Mrs. R. Malathi
Head
Dept. of Maths



Dr. M. Sureshkumar
Head
Dept. of Biotechnology & Zoology



Dr. M. Shahitha
Head
Dept. of Microbiology



Dr. P. Sumathi
Head
Department of Chemistry



Mrs. M. Revathi
Head
Dept. of Physics



Dr. G. Thangapandi
Head
Dept. of Commerce



Dr. S. Mohan Prabhu
Head
Department of Statistics



Mr. P. Subramaniam
Head
Department of CS



Dr. K. Kaniyan Poonkudranar
Head, Dept. of Tamil



Mr. S. Arulmani
Head
Dept. of EC



Dr. K. Sakthivel
Head
Dept of TFD



Mr. S. Gopinath
Head
Dept. of English

COVID-19 Committees
(Nodal Officer: Dr. M.N. Periasamy)

S.No.	Committees	MCAS	MPTI	MCED	ADMIN
1.	Planning & Executive committee	Dr.M.RAMAMOORTHY Dr.H.LOOKMAN SITHIC	Mr.G.PRABHU	Mr.S.DHANAPAL	Mr.V.YOGANANTHAM
2.	Crisis management committee	Dr.V.VIJAYADEEPA Dr.B.VASUMATHI	Mr.D.KUMARESAN		Mr.S.KUMARESAN Mr.R.SURESH
3.	Hygiene & Waste management committee	Dr.M.RAMAMOORTHY-Head Dr.S.ANBALAGAN Dr.M.SHABANA BEGUM Dr.S.SHAHITHA	Mr.A.KANDASAMY	Ms.B.SHARMILA BANU	Mr. PRABHAKARAN
4.	Transport & Hostel management committee	Mr.C.SRINIVASAN Mr.N. ANANDHARAJ	Mr.S.VADIVEL		Mr.R.RAJENDRAN Mr.A.VAIDYANATHAN
5.	Canteen committee	Mr.M.MOHANRAJ	Mr.P.SAKTHIVEL		Mr.S.RAJAGOPAL
6.	Discipline management committee	Dr.M.SURESH KUMAR Dr.K.KANIYANPOON KUNDRANAR	Mr.K.VARATHARAJ		
7.	Grievances redressal committee	Dr.S.MOHAN PRABHU	Mr.R.MUTHUKUMAR	Ms.S.KATTIYAMMAL	Ms.K.KALAIVANI

1. Planning and Executive committee

To identify the COVID 19 related issues and to investigate & discuss them to propose solutions and recommendations.

They are responsible for overseeing the daily implementation of institution policies and making sure establishing and maintaining good governance practices.

2. Crisis management committee

Crisis Management team primarily focuses on the various problems and shortcomings which led to crisis and understand where things went wrong and how current processes can be improved and made better for smooth functioning of the institution.

3.Hygiene & Waste management committee

To ensure a sufficient supply of PPE (Personal Protective Equipment) such as soap liquid, sanitizer, gloves, mask and water at vantage points.

Waste management include the activities and actions required to manage waste from its inception to its final disposal.

4. Transport & Hostel management committee

To ensure the Govt. guidelines maintained and operated in the transportation.

5. Canteen committee

A canteen committee is responsible for monitoring the operations of the canteen at regular intervals and reviewing it.

6.Discipline management committee

The committee should ensure that students obey the rules and regulations of the college with regard to precautions against COVID 19.

Signature of the members:-

S.No.	Name	Signature
01.	Dr. R. Selvakumar	
02.	Dr. S.P. Vijith Kumar	
03.	Dr. A. Stella Baby	
04.	Dr. M.N. Periasamy	
05.	Dr. C. Srinivasan	
06.	Dr. P. Suresh	

Action Taken by the Disciplinary Committee

Principal discussed with the disciplinary members at the cabin on 06.09.2022 and asked for signature for joint action against the III B.com students. R. Karthikeyan (In-charge), (In-charge), G. Venkatesh (In-charge), S. Sathyanarayana (In-charge) and R. Mahalingam (In-charge)

The following members were present at the meeting.

S.No.	Name	Designation
01.	Dr. R. Selvakumar	Director - Academics
02.	Dr. S.P. Vijith Kumar	Principal
03.	Dr. A. Stella Baby	Vice-Principal
04.	Dr. M.N. Periasamy	Dean - Administration
05.	Dr. G. Thangapandil	HOD - Commerce

Subject:- Taking disciplinary action on the five boys sent for their indisdisciplinary act.

Explanation:-

Five boys of III B.com R. Karthikeyan (In-charge), R. Mahalingam (In-charge), S. Sathyanarayana (In-charge) and R. Venkatesh (In-charge) have started a message in their whatsapp group on 06.09.2022 with the pretext of R.V. Krishna of III B.com expressing 'meanful' message.

Action Taken:- when 74 was brought to the

Action Taken by the Disciplinary Committee

A disciplinary committee meeting was convened by our principal at his chambers on 06.09.2022 with a view to take disciplinary action against A. Srinidhi (In-charge), D. Srinidhi (In-charge), G. Srinidhi (In-charge), S. Srinidhi (In-charge), D. Srinidhi (In-charge) and D. Joseph Anthony (In-charge) of II - B.com section who are studying in our Multigrade school of date and science - Bangalore.

The following members were present at the meeting:-

S.No.	Name	Designation
01.	Dr. S.P. Vijith Kumar	Principal
02.	Dr. A. Stella Baby	Vice-Principal
03.	Dr. M.N. Periasamy	Dean - Administration
04.	Dr. G. Thangapandil	HOD - Commerce

Subject:- Action should be taken against the above mentioned students.

Explanation:-

A. Srinidhi (In-charge) of II - B.com and S. Srinidhi (In-charge) of II - B.com had started a WhatsApp group on 06.09.2022. This incident happened on 07.09.2022 at the computer laboratory. Later D. Krishna and D. Joseph Anthony came in support of Srinidhi and message at the WhatsApp group. Srinidhi's action was brought to the class teacher's attention and he was brought to the class teacher's attention and he was brought to the class teacher's attention and he was brought to the class teacher's attention.

Action Taken:-

The disciplinary committee had convened the issue to the parents of the students concerned. The students have been strictly warned not to indulge in such activities in future and the committee fees collected 'exonerated' letters from the students.

Signature of the members:-

S.No.	Name	Signature
01.	Dr. S.P. Vijith Kumar	
02.	Dr. A. Stella Baby	
03.	Dr. M.N. Periasamy	
04.	Dr. G. Thangapandil	

Disciplinary committee also took their points under the caption of University Examination.

Action Taken:- It is brought to the attention of the disciplinary committee that the physical and mental condition of the students is not good. They are advised to immediately report to the school if they have been granted permission to appear for the University examination as a day before. They are further advised to appear before the disciplinary committee after their examination of date.

Signature of the members:-

S.No.	Name	Signature
01.	Dr. R. Selvakumar	
02.	Dr. S.P. Vijith Kumar	
03.	Dr. A. Stella Baby	
04.	Dr. M.N. Periasamy	
05.	Dr. C. Srinivasan	

Action Taken by the Disciplinary Committee

A meeting was held at the principal's office on 06.09.2022 to discuss the disciplinary issues raised by the students (In-charge), R. Karthikeyan (In-charge), S. Sathyanarayana (In-charge) and R. Venkatesh (In-charge).

The following members were present at the meeting.

S.No.	Name	Designation
01.	Dr. R. Selvakumar	Director - Academics
02.	Dr. S.P. Vijith Kumar	Principal
03.	Dr. A. Stella Baby	Vice-Principal
04.	Dr. M.N. Periasamy	Dean - Administration
05.	Dr. G. Thangapandil	HOD - Commerce
06.	Dr. P. Suresh	HOD - Computer Science
07.	Dr. V. Srinivasan	HOD - BCA

Subject:- The case of disciplinary action taken against the boys mentioned in the above.

Explanation:-

The boys forwarded picked quarrels with one another on the issue of the provision of seats in the college. This was done and it had gone on to the extent of physically attacking one another.

Action Taken:- Disciplinary committee on 06.09.2022