**GOVERNANCE AND RESPONSIBILITIES 2019-2020**

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| **S.NO** | **RESPONSIBILITES** | **NAME OF THE FACULTIES** |
| **I** | Secretary | Yatiswari NeelakantapriyaAmba |
| **II** | Academic Director | Prof. (Major) P.Chandrasekaran |
| **III** | Principal | Dr. (Mrs.) T.Manimegalai |
| **IV** | Vice-Principal | Ms.S.Kavitha |
| **V** | IQAC Coordinator | Mrs. J. Jeyanthi |
| **VI** | IQAC Joint Coordinator | Mrs. K. S. Kavitha |
| 1 | Dean – COE, CIA & Curriculum Development | Ms. N. Deepa |
| 2 | Dean – Training & Development | Ms. T. M. Saranya |
| 3 | Dean-Research, Planning & Development | Dr. A. Latha |
| 4 | Dean – Discipline & Deputy Warden | Dr. P. Devi |
| 5 | Dean – ISR, Extension & Development | Ms. M. Yamuna |
| 1A | Admission, Appointment Preparation, Notification, etc. | Ms. S. Meera  Ms. M. Kalaiarasi  Ms. M. Archana |
| 1B | CV – Students and Staff [All] | Ms. S. Anjugam  Ms. I. Yasmin |
| 1C | COE- Vivekananda Kendra – Courses, Examination and Camps | Ms. S. Gunavathi  Ms. T. Niraimathi |
| 1D | Dual/Add on Courses [Certificate/Diploma-PDD/PGD] | Ms. K. Nathiya  Ms. S. Banupriya |
| 1E | Value Education – Ethics, EVS& Moral Class | Dr. K. Thilagalakshmi  Ms. C. Deepa |
| 1F | Typewriting, Driving, VET Courses | Ms. K. Balmbal  Ms. P. Mahalakshmi |
| 2A | Sarada Training Cell for Competitive Examinations | Ms. M. Archana  Ms. M. Gayathri |
| 2B | Bridge /Orientation Course | Ms. J. Illakkiya  Ms. N. Kowsalya |
| 2C | Faculty Development/Orientation Programme | Ms. J. Illakkiya  Ms. K. Silambarasi |
| 2D | Industrial Visit / Tour/ Train Concession/Bus | Ms. T. M. Saranya  Ms. K. Poongodi |
| 2E | Carrier Guidance & Counselling Placement Cell | Ms. K. V. Nithya  Ms. B. Banu  Ms. K. Umamaheswari |
| 2F | Soft Skill Development/Communication Skill/Spoken Sanskrit/Hindi/ | Ms. R. Asha  Ms. M. Umamaheswari  Ms. V. Girija |
| 2G | Quiz | Dr. M. Poongodi  Ms. N. Narmadhadevi |
| 2H | Smart Class & Language Lab In charge | Ms. S. Kiruthika  Ms. V. Girija |
| 3A | UGC, CSIR, NIRF, AISHE, TNSCST Projects/Affairs, Blog | Dr. A. Latha  Ms. S. Sivaranjani  Ms. S. Anjugam |
| 3B | Conference, Workshop and Seminars | Ms. P. Anitha  Ms. M. Ramya |
| 3C | Infrastructure [Building, Furniture, Equipments, Etc.] | Ms. S. Gunavathi  Ms. Chinnamuthammal |
| 3D | Vidhyavahini, College Magazine | Ms. S. Kavitha  Ms. D. Amutha  Ms. S. Jeyabharathipriya |
| 3E | Bharathi, Calendar | Ms. R. Vasanthi  Ms. S. Kiruthika |
| 3F | Website/Facebook, Blog, ICG, MoU/MoC | Ms. K. V. Nithya  Ms. B. Banu |
| Ms. S, Kavitha  Ms. S. Jeyabharathipriya |
| 3G | R & D Cell, Funded Projects/Students Research Projects | Ms. K. V. Nithya  Ms. S. Illavarasi  Ms. S. Sivaranjani |
| 3H | Photography/Videography | Ms. R. Vasanthi  Ms. Chinnamuthammal |
| 3I | CSR | Ms. K.S. Kavitha  Ms. M. Yamuna |
| 4A | Students Discipline and Welfare | Ms. K. Nathiya  Ms. M. Kalaiarasi  Ms. M. Karthika |
| 4B | Health Care Centre/PSTC | Ms. K. Poongodi  Ms. I. Yasmin  Ms. M. Karthika |
| 4C | Students Welfare Scholarships, Endowments, Prizes/Awards/ Green Card | Ms. K. Balambal  Ms. S. Banupriya |
| 4D | Anti-Ragging-De-Addiction & Grievance | Ms. P. Anitha  Ms. K. Poongodi |
| 4E | Women Cell | Dr. M. Poongodi  Ms. R. Asha |
| 4F | Arrangement for special Discourses, Notice Boards, DD | Dr. P. Devi  Ms. P. Sudha |
| 4G | Students Leave, OD, Attendance Co-Ordination, Event Register | Ms. S. Chithra |
| 4H | Alumini – Sarada Nandhini / Staff Welfare | Dr. K. Thilagalakshmi  Ms. M. Ramya |
| 4I | Hostel Assistant Warden | Dr. P. Devi  Ms. S. Meera |
| 4J | Prayer Hall In charge | Ms. K. Nathiya  Ms. S. Meera |
| 5A | Union VP - CD, SD, PathaPooja, Annaiyar Jeyanthi | Ms. S. Chithra  Dr. S. Illavarasi |
| 5B | NSS/Blood Donor Cell | Dr. P. Devi  Ms. M. Yamuna  Ms. K. Sindhuja |
| 5C | ID Card/PAN Card/Hobby Cell | Ms. K. Sindhuja  Ms. N. Narmathadevi |
| 5D | EXNORA-Greens Clean Cell -Green Audit | Ms. K. Poongodi  Ms. T. Niraimathi |
| 5E | Entrepreneurship, Exhibition, SHG Cell & Extension Activity | Ms. K. Silambarasi  Ms. P. Mahalakshmi |
| 5F | Fine Arts-Youth Welfare Competitions/Spiritual, Cultural Music, Dance & Drama | **Our College Programme:**  Dr. K. Thilagalakshmi  Ms. P. Sudha  Ms. R. Dhivya  Ms. M. Archana |
| **Outside Programme:**  Dr. S. Illavarasi  Ms. N. Kowsalya  Ms. R. Dhivya |
| 5G | Sports | Ms. K. Poongodi  Ms. C. Deepa |
| 5H | YRC,RRC | Ms. K. Sindhuja  Ms. Narmadhadevi |
| 5I | Consumer Club | Ms. D. Amutha  Ms. M. Gayathri |