



ARPUTHA COLLEGE OF ARTS & SCIENCE

(Affiliated to Bharathidasan University)

Arputha Nagar, Vamban - 622 303. Alangudi (T.k), Pudukkottai (Dt)

www.arputhacollege.in

Date :

Dr. M. ARUMAIRAJ M.A., Ph.D.,
Principal

Date: 07.07.2017

Circular

Staff counselling meeting

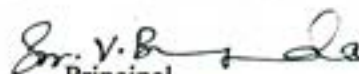
It is proposed to conduct the meeting for current academic year 2017-2018 on 07.07.2017 at 3.00 pm in college auditorium. The committee members are requested attend the meeting.

Agenda

- ❖ University statutes ordinances
- ❖ Appoints the secretary


Coordinator

IQAC CO-ORDINATOR
Arputha College of Arts and Science
Arputha Nagar, Vamban,
Pudukkottai (Dt) - 622 303.


Principal

PRINCIPAL
ARPUTHA COLLEGE OF ARTS & SCIENCE
VAMBAN - 622 303.





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Date :

Dr. M. ARUMAIRAJ M.A., Ph.D.,
Principal

Name Of the Committee : staff counselling meeting
Academic year : 2017-2018
Meeting no : 1
Date & time : 07.07.2017
Venue : college auditorium

Minutes of meeting

The staff council meeting was held on 07.07.2017 held on the workshop, in the afternoon with staff name in chair.

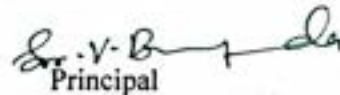
The following members were present:

1. Sr. A. Carmel (IQAC co Ordinator)
2. Dr. L. Ananthavalli (Faculty)
3. Dr. R. Senthil Kumar (Faculty)
4. Mrs. S. Annapoorani (Faculty)
5. Dr. P. Jayagowri (Faculty)
6. Miss. S. Geetha (Faculty)
7. Dr. T. Ashok (Faculty)
8. Mrs. N. Poompavai (Faculty).


Coordinator

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Date :

Dr. M. ARUMAIRAJ M.A., Ph.D.,
Principal

List of committee members participated:

S. No	Name	Signature
1	Sr.A.Carmel(IQAC-Co Ordinator)	
2	Dr. L. Ananthavalli (Faculty)	
3	Dr. R. Senthil Kumar (Faculty)	
4	Mrs. S. Annapoorani (Faculty)	
5	Dr. P. Jayagowri (Faculty)	
6	Miss. S. Geetha (Faculty)	
7	Dr. T. Ashok (Faculty)	
8	Mrs. N. Poompavai (Faculty).	

The minutes of the meeting are as follow:

- The staff counselling will be made up of every member of teacher staff.
- Subject to the guidelines act on the act, the statutes and the university's ordinances, the principal will serve as principal-in- counselling for decisions that the staff the staff counselling is require to make.
- The principal will be serving as an official the counselling head.
- The counselling appoints the secretary, who holds office for one year, no one may hold the position of secretary for more than two successive terms, but the secretary may run for reelection a second time.

Coordinator

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Pudukkottai (Dt) - 622 303.



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Date :

Dr. M. ARUMAIRAJ M.A., Ph.D.,
Principal

Date: 15.12.2017


Circular

Staff counseling meeting

It is proposed to conduct the meeting for current academic year 2017-1018 on 15.12.2017 at 3.00 pm in college Library. The committee members are requested attend the meeting.

Agents

- ❖ Time - table
- ❖ Organizing skill development programme


Coordinator
IQAC CO-ORDINATOR
Arputha College of Arts and Science
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Date :

Dr. M. ARUMAIRAJ M.A., Ph.D.,
Principal

Name of the Committee: staff counselling meeting

Academic year : 2017-2018

Meeting no : 2

Date & time : 15.12.2017

Venue : college library

Minutes of meeting

The staff council meeting was held on 15.12.2017 held on the workshop, in the afternoon with staff name in chair.

The following members were present:

1. Sr. A. Carmel (IQAC co Ordinator)
2. Dr. L. Ananthavalli (Faculty)
3. Dr. R. Senthil Kumar (Faculty)
4. Mrs. S. Annapoorani (Faculty)
5. Dr. P. Jayagowri (Faculty)
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Date :

Dr. M. ARUMAIRAJ M.A., Ph.D.,
Principal

List of committee members participated:

S. No	Name	Signature
1	Sr. A. Carmel (IQAC Co- Ordinator)	
2	Dr. L. Ananthavalli (Faculty)	
3	Dr. R. Senthil Kumar (Faculty)	
4	Mrs. S. Annapoorani (Faculty)	
5	Dr. P. Jayagowri (Faculty)	
6	Miss. S. Geetha (Faculty)	
7	Dr. T. Ashok (Faculty)	
8	Mrs. N. Poompavai (Faculty).	

The minutes of the meeting are as follow:

The statutes, and the university's ordinances

- ❖ Preparation of the college time table
- ❖ Allocation of skill development programme teachers and discuss the pay scale.
- ❖ Organizing each and every student such a skill-based programme.

1. Subject to the provisions of the act, the statutes and the ordinances of the university, the staff counselling shall make recommendations ordinances of the following matters.

- ❖ Formulations of recommendations on introduction of new teaching posts in the department and expansion of the existing departments.
- ❖ Formulation of guide-lines regarding arrangements for the residence and welfare of students in constitutions with appropriate students' organizations.
- ❖ Formulation of guide-lines regarding discipline of the students

Coordinator

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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Circular

Date: 02.07.2018

Staff counselling meeting

It is proposed to conduct the meeting for current academic year 2018-2019 on 02.07.2018 at 3.00 pm in college auditorium. The committee members are requested attend the meeting.

Agenda

- Discuss about the extra-curricular activities and culturally based programme.
- Discuss about to change the library system.

S. Carmel
Co ordinator

IQAC CO-ORDINATOR
Arputha College of Arts and Science
Arputha Nagar, Vamban,
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Dr. V. John Martin
principal

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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Name Of the Committee : staff counselling meeting

Academic year : 2018-2019

Meeting no : 1

Date & time : 02.07.2018

Venue : college auditorium

Minutes of meeting

The staff council meeting was held on 02.07.2018 held on the workshop, in the afternoon with staff name in chair.

The following members were present:

1. Sr. A. Carmel (IQAC co Ordinator)
2. Dr. L. Ananthavalli (Faculty)
3. Dr. R. Senthil Kumar (Faculty)
4. Mrs. S. Annapoorani (Faculty)
5. Dr. M. Sangeetha (Faculty)
6. Miss. S. Geetha (Faculty)
7. Dr. T. Ashok (Faculty)
8. Mrs. N. Poompavai (Faculty).



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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.
Principal

List of committee members participated:

S. No	Name	Signature
1	Sr. A. Carmel (IQAC -Co Ordinator)	
2	Dr. L. Ananthavalli (Faculty)	
3	Dr. R. Senthil Kumar (Faculty)	
4	Mrs. S. Annapoorani (Faculty)	
5	Dr. M. Sangeetha (Faculty)	
6	Miss. S. Geetha (Faculty)	
7	Dr. T. Ashok (Faculty)	
8	Mrs. N. Poompavai (Faculty).	

1. The subject of the meeting is annual cultural programme is an event that eagerly awaited by many. It is a time when people come together to celebrate their cultural heritage and enjoy fulfilled day of entertainment.
2. Improvement in control and performance
3. The system is developed to cope up with the current issues and problems of library.

Co ordinator

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Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.
Principal

Date :

Circular

Date: 09.01.2019

Staff counselling meeting

It is proposed to conduct the meeting for current academic year 2018-2019 on 09.01.2019 at 3.00 pm in college science block (r.no 12). The committee members are requested attend the meeting.

Agenda

1. Discuss about the rules and regulations promulgated.
2. Discuss about the faculty development programme


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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Name Of the Committee : staff counselling meeting

Academic year : 2018-2019

Meeting no : 2

Date & time : 09.01.2019

Venue : college science block(R.no 12)

Minutes of meeting

The staff council meeting was held on 09.01.2019 held on the workshop, in the afternoon with staff name in chair.

The following members were present:

1. Sr. A. Carmel (IQAC co Ordinator)
2. Dr. L. Ananthavalli (Faculty)
3. Dr. R. Senthil Kumar (Faculty)
4. Mrs. S. Annapoorani (Faculty)
5. Dr. M. Sangeetha (Faculty)
6. Miss. S. Geetha (Faculty)
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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.
Principal

List of committee members participated:

S. No	Name	Signature
1	Sr. A. Carmel (IQAC -Co Ordinator)	
2	Dr. L. Ananthavalli (Faculty)	
3	Dr. R. Senthil Kumar (Faculty)	
4	Mrs. S. Annapoorani (Faculty)	
5	Dr. M. Sangeetha (Faculty)	
6	Miss. S. Geetha (Faculty)	
7	Dr. T. Ashok (Faculty)	
8	Mrs. N. Poompavai (Faculty).	

1. Procedures and reporting requirements related to implementation or compliance with policies of the Board of Governors or Board of Trustees, or regulations of the Office of the President
2. Matters not specifically addressed in Board of Governors or Board of Trustees policies or regulations of the Office of the President that are within the general nature of the chancellor's delegated responsibilities to administer the institution.
3. Randomly selected participants presented their teaching skills with 5 to 6 minutes duration. It was evaluated by the expert for their strengths. They also discuss tips for further improvement for classroom presentation. Same micro-teaching session continued for the afternoon session also.

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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Circular

Date: 14.06.2019

Staff counselling meeting

It is proposed to conduct the meeting for current academic year 2019-2020 on 14.06.2019 at 2.00 pm in college science block (r.no 12). The committee members are requested attend the meeting.

Agenda

- ❖ Organizing the extension activities.
- ❖ Discuss University rules and regulations promulgated.


Co-Ordinator

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www.arputhacollege.in

Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Name Of the Committee: staff counselling meeting

Academic year : 2019-2020

Meeting no : 1

Date & time : 14.06.2019

Venue : college science block (R.no-12)

Minutes of meeting

The staff council meeting was held on 14.06.2019 held on the workshop, in the afternoon with staff name in chair.

The following members were present:

1. Sr. A. Carmel (IQAC Co Ordinator)
2. Dr. L. Ananthavalli (Faculty)
3. Dr. R. Senthil Kumar (Faculty)
4. Dr. G. Vigneswaran (Faculty)
5. Dr. M. Sangeetha (Faculty)
6. Miss. S. Geetha (Faculty)
7. Dr. T. Ashok (Faculty)
8. Mrs. N. Poompavai (Faculty).



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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

List of committee members participated:

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3	Dr. R. Senthil Kumar (Faculty)	
4	Dr. G. Vigneswaran (Faculty)	
5	Dr. M. Sangeetha (Faculty)	
6	Miss. S. Geetha (Faculty)	
7	Dr. T. Ashok (Faculty)	
8	Mrs. N. Poompavai (Faculty).	

The minutes of the meeting are as follows:

- The staff counseling will be made up of every member of the teaching staff and the Librarian.
- Subjected to the guide lines of the act, the statues, and the university ordinances.
- The principal will serve as an official the staff counselling heads.

Co Ordinator

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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Circular


Date: 03.12.2019

Staff counselling meeting

It is proposed to conduct the meeting for current academic year 2019-2020 on 03.12.2019 at 2.00 pm in college auditorium. The committee members are requested attend the meeting.

Agents

- ❖ Time – table
- ❖ Organizing skill development programme


Co-ordinator
IQAC CO-ORDINATOR
Arputha College of Arts and Science
Arputha Nagar, Vamban,
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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Name Of the Committee : staff counselling meeting

Academic year : 2019-2020

Meeting no : 2

Date & time : 03.12.2019

Venue : college auditorium

Minutes of meeting

The staff council meeting was held on 03.12.2019 held on the workshop, in the afternoon with staff name in chair.

The following members were present:

1. Sr. A. Carmel (IQAC co Ordinator)
2. Dr. L. Ananthavalli (Faculty)
3. Dr. R. Senthil Kumar (Faculty)
4. Dr. G. Vigneswaran (Faculty)
5. Dr. M. Sangeetha (Faculty)
6. Miss. S. Geetha (Faculty)
7. Dr. T. Ashok (Faculty)
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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

List of committee members participated:

S. No	Name	Signature
1	Sr. A. Carmel (IQAC -Co Ordinator)	
2	Dr. L. Ananthavalli (Faculty)	
3	Dr. R. Senthil Kumar (Faculty)	
4	Dr. G. Vigneswaran (Faculty)	
5	Dr. M. Sangeetha (Faculty)	
6	Miss. S. Geetha (Faculty)	
7	Dr. T. Ashok (Faculty)	
8	Mrs. N. Poompavai (Faculty).	

The minutes of the meeting are as follow:

The statutes, and the university's ordinances

- ❖ Preparation of the college time table
- ❖ Allocation of skill development programme teachers and discuss the pay scale.
- ❖ Organizing each and every student such a skill-based programme.

Coordinator
IQAC CO-ORDINATOR
Arputha College of Arts and Science
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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Date: 07.07.2020

Circular

Staff counselling meeting

It is proposed to conduct the meeting for current academic year 2020-2021 on 07.07.2020 at 2.00 pm in college seminar hall. The committee members are requested attend the meeting.

Agenta

- ❖ University statutes ordinances
- ❖ Appoints the secretary

Co Ordinator

IQAC CO-ORDINATOR

Arputha College of Arts and Science
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Pudukkottai (Dt) - 622 303.

Principal

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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Name Of the Committee: staff counselling meeting

Academic year : 2020-2021

Meeting no : 1

Date & time : 07.07.2020

Venue : college seminar hall

Minutes of meeting

The staff council meeting was held on 07.07.2020 held on the workshop, in the afternoon with staff name in chair.

The following members were present:

1. Sr. A. Carmel (IQAC co Ordinator)
2. Dr. L. Ananthavalli (Faculty)
3. Dr. R. Senthil Kumar (Faculty)
4. Dr. G. Vigneswaran (Faculty)
5. Dr. M. Sangeetha (Faculty)
6. Miss. D. Kalpana (Faculty)
7. Dr. T. Ashok (Faculty)
8. Mrs. N. Poompavai (Faculty).



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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

List of committee members participated:

S. No	Name	Signature
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3	Dr. R. Senthil Kumar (Faculty)	
4	Dr. G. Vigneswaran (Faculty)	
5	Dr. M. Sangeetha (Faculty)	
6	Miss. D. Kalpana (Faculty)	
7	Dr. T. Ashok (Faculty)	
8	Mrs. N. Poompavai (Faculty).	

The minutes of the meeting are as follow:

- The staff counselling will be made up of every member of teacher staff.
- Subject to the guidelines act on the act, the statutes and the university's ordinances, the principal will serve as principal-in- counselling for decisions that the staff the staff counselling is require to make.
- The principal will be serving as an official the counselling head.
- The counselling appoints the secretary, who holds office for one year, no one may hold the position of secretary for more than two successive terms, but the secretary may run for reelection a second time.

IQAC CO-ORDINATOR
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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Date: 04.01.2021

Circular

Staff counselling meeting

It is proposed to conduct the meeting for current academic year 2020-2021 on 04.01.2021 at 2.00 pm in college seminar hall. The committee members are requested attend the meeting.

- Discuss about the extra-curricular activities and culturally based programme.
- Discuss about to change the library system.


IQAC CO-ORDINATOR
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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Name Of the Committee: staff counselling meeting

Academic year : 2020-2021

Meeting no : 2

Date & time : 04.01.2021

Venue : college seminar hall

Minutes of meeting

The staff council meeting was held on 04.01.2021 held on the workshop, in the afternoon with staff name in chair.

The following members were present:

1. Sr. A. Carmel (IQAC co Ordinator)
2. Dr. L. Ananthavalli (Faculty)
3. Dr. R. Senthil Kumar (Faculty)
4. Dr. G. Vigneswaran (Faculty)
5. Dr. M. Sangeetha (Faculty)
6. Miss. D. Kalpana (Faculty)
7. Dr. T. Ashok (Faculty)
8. Mrs. N. Poompavai (Faculty).



ARPUTHA COLLEGE OF ARTS & SCIENCE

(Affiliated to Bharathidasan University)

Arputha Nagar, Vamban - 622 303. Alangudi (T.k), Pudukkottai (Dt)

www.arputhacollege.in

Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

List of committee members participated:

S. No	Name	Signature
1	Sr. A. Carmel (IQAC -Co Ordinator)	
2	Dr. L. Ananthavalli (Faculty)	
3	Dr. R. Senthil Kumar (Faculty)	
4	Dr. G. Vigneswaran (Faculty)	
5	Dr. M. Sangeetha (Faculty)	
6	Miss. D. Kalpana (Faculty)	
7	Dr. T. Ashok (Faculty)	
8	Mrs. N. Poompavai (Faculty).	

1. The subject of the meeting is annual cultural programme is an event that eagerly awaited by many. It is a time when people come together to celebrate their cultural heritage and enjoy fulfilled day of entertainment.
2. Improvement in control and performance
3. The system is developed to cope up with the current issues and problems of library.

Co ordinator
IQAC CO-ORDINATOR
Arputha College of Arts and Science
Arputha Nagar, Vamban,
Pudukkottai (Dt) - 622 303.



principal
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VAMBAN - 622 303.



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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Circular

Date: 29.07.2021

Staff counseling meeting

It is proposed to conduct the meeting for current academic year 2021-2022 on 29.07.2021 at 2.00 pm in college seminar hall. The committee members are requested attend the meeting.

Agents

- Committees appointed by the board



Co ordinator
IQAC CO-ORDINATOR
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Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Date :

Name Of the Committee : staff counseling meeting

Academic year : 2021-2022

Meeting no : 1

Date & time : 29.07.2021

Venue : college seminar hall

Minutes of meeting

The staff council meeting was held on 29.07.2021 the workshop, in the afternoon with staff name in chair.

The following members were present:

1. Sr. A. Carmel (IQAC co Ordinator)
2. Dr. L. Ananthavalli (Faculty)
3. Dr. R. Senthil Kumar (Faculty)
4. Dr. G. Vigneswaran (Faculty)
5. Dr. M. Sangeetha (Faculty)
6. Dr. S. Saravanan (Faculty)
7. Dr. T. Ashok (Faculty)
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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.
Principal

List of committee members participated:

S. No	Name	Signature
1	Sr. A. Carmel (IQAC -Co Ordinator)	
2	Dr. L. Ananthavalli (Faculty)	
3	Dr. R. Senthil Kumar (Faculty)	
4	Dr. G. Vigneswaran (Faculty)	
5	Dr. M. Sangeetha (Faculty)	
6	Dr. S. Saravanan (Faculty)	
7	Dr. T. Ashok (Faculty)	
8	Mrs. N. Poompavai (Faculty).	

1. The staff counseling operates through committees appointed by the board, ordinarily
 - i. No one may be a member of than two committees at the same time.
 - ii. No one may serve as a committee member for more than two consecutive terms.
2. The principal has the right to be present and to speak at any meeting of two committee.
 - i. The decisions of the committee are communicated to the next meeting of the staff counseling for approval, if necessary.
 - ii. The principal shall obey with all decision of the staff counseling, if, in the opinion of the principal any emergency situation requires immediate action, the principal must take action as deems necessary and report it to the next staff meeting for confirm.

IQAC CO-ORDINATOR
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Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Date :

Circular

date: 05.01.2022

Staff counseling meeting

It is proposed to conduct the meeting for current academic year 2021-2022 on 05.01.2022 at 2.00 pm in college seminar hall. The committee members are requested attend the meeting.

Agents

- Time -table
- Organizing Extra-curricular activities



Co ordinator

IQAC CO-ORDINATOR

Arputha College of Arts and Science
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Pudukkottai (Dt) - 622 303.





principal

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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.

Principal

Name Of the Committee : staff counseling meeting
Academic year : 2021-2022
Meeting no : 2
Date & time : 05.01.2022
Venue : college seminar hall

Minutes of meeting

The staff council meeting was held on 05.01.2022 the workshop in the afternoon with staff name in chair.

The following members were present:

1. Sr. A. Carmel (IQAC co Ordinator)
2. Dr. L. Ananthavalli (Faculty)
3. Dr. R. Senthil Kumar (Faculty)
4. Dr. G. Vigneswaran (Faculty)
5. Dr. M. Sangeetha (Faculty)
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Date :

Dr.V. John Martin M.com, B. Ed, MBA, M.Phil., Ph.D.
Principal

List of committee members participated:

S. No	Name	Signature
1	Sr. A. Carmel (IQAC -Co Ordinator)	
2	Dr. L. Ananthavalli (Faculty)	
3	Dr. R. Senthil Kumar (Faculty)	
4	Dr. G. Vigneswaran (Faculty)	
5	Dr. M. Sangeetha (Faculty)	
6	Dr. S. Saravanan (Faculty)	
7	Dr. T. Ashok (Faculty)	
8	Mrs. N. Poompavai (Faculty).	

- The staff counseling shall decide on the following issues, subject to the provisions of the act, the statutes, and the university's ordinances.
 - Preparations of time table
 - Allocation of extra-curricular work of teachers not involving payment of remuneration
 - Organizing extracurricular activities such as student cultural activities, sports, national service plans, other community service programs, and academic societies.
 - In consultation with the department in department charge, established guidelines for library books and laboratory equipment's organizing admission of the student.

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