

ACADEMIC YEAR 2018-19.

26/6/18 Madam Principal addressed the Council Meeting and discussed the following issues:

1. To promote languages Hindi, Sanskrit and French. Not to permit change in second language after 3/7/18.
2. List of IQAC members to be submitted to the principal with the changes if any.
3. NET/SET qualified list to be submitted to the principal for calling for Eligibility Panel for the staff.
4. NSS to have 1st year students with 3 units having 100 in each unit. Each Department to give 30 name of the students to the co-ordinator.
5. I-Card for the 1st years to be issued, to be co-ordinated between Jayanthi & the department by Dr. Anita Ramani and Dr. P. Radhika.
6. For the Book bank, issue and withdrawal and to be refunded, shall not be guaranteed by the principal.
7. Once in a month assembly will be held in the ground i.e., 2nd Friday of the month and class-in-charge to take ^{care} of discipline.
8. Principal Madam to conduct an FDP programme by the end of July.
9. Details about club activities and department activities to be given to the principal one or two days before the activities.
10. Dr. Lakshmi C. called out the dates for the events to be held in the college during this academic year.
11. Details ^{about events} to be sent to the mail id: events.aacw@gmail.com

Staff Secretary: Anita Ramani

Staff Treasurer: P. Radhika

Jayashree Ghosh

PRINCIPAL

12/7/18

Madam Principal informed about the following events:

1. Convocation to be held on 4th Aug & 6th Aug. The Guest for the 1st day shall be the Vice-Chancellor Madras University and for the 2nd day IIT Director.
2. Madam Principal to conduct FDP prog. for staff on 16/7/18 at 12 o'clock in the auditorium. Certificates will be issued to those who attend the programme.
3. Panel interview for staff to be held on 26/7/18.
4. Departments to get ready for the projects of the college.
5. If staff are on leave then, students can be sent to library as library hours.
6. If there is any change in activities date, information must be given to Dr. C. Lakshmi.
7. Register about the use of browsing center to be maintained and submitted to the principal.
8. This Academic Year there are 145 Ranks. No separate ranks for languages.
9. There would be an initiative with student council in which HOD's would address the gathering on a general topic or subject.
10. If books are to be ordered, it should be done only through the librarian and the Principal.
11. News item for Adarsh Sandesh to be given by 20/7/18.
12. No events and programmes to be conducted after 1st March.
13. College Day shall be held in February 2019.
14. ED Cell to have an incubation unit/cell.
15. Result Analysis Details to be submitted to Dr. C. Lakshmi.
16. Placement details of each dept. to be maintained properly.
17. Alumni details of each dept. to be maintained properly.
18. Madam Principal allotted the duties to various depts. for convocation.
19. Staff achievement and student achievement details to be given to IOAC on a monthly basis.
20. Departments to conduct meetings to overcome latecomings and Depts to prepare roadmap for 5 yrs.

Staff Secretary: Anitaraman

Staff Treasurer: P. Lakshmi

PRINCIPAL

ANNA ADARSH COLLEGE FOR WOMEN
CHENNAI 600 088

Tajashree Phos

22/9/18

Madam Principal addressed the Council as follows:

1. It was brought to the notice of everybody that activities of all the departments has been completed in the 1st Sem itself.
2. Management has taken up an initiative to Commence an IAS Academy. It shall be a registered body under the banner of Punjab Association.

Scholarship shall be given worth Rs. 20,000 to 1st 25 Students.

Syllabus : 600 hrs.

Fees : Rs. 80,000/-

Inauguration of Adarsh IAS Academy on 28/9/18 at 10 a.m in the auditorium.

Audience : 3rd yr students and PG students.

Classes to be held on : Week ends and Public Holidays also.

Gender : Both boys & girls will be admitted.

3. On 2/10/18 "Dhaan Utsav" will be conducted in the auditorium for 2 to 3 hrs. NSS students and Council to take part.

4. On 1/11/18 : University Semester Exam Commences.

On 15/10/18 : " Practical " "

5. Navaratri Celebrations to be conducted by Corporate Department

6. Saraswati Pooja shall be conducted by BBM Department.

7. Madam Principal to go to Bangalore on 29/9/18 for Southern Principal's Meet.

8. On 27/9/18 : M.Phil classes to commence & inaugurate.

Timings : 8.45 a.m to 9.00 a.m.

9. SMF's 25 years to be celebrate in college auditorium since, the college has an MOU with SMF.

Staff Secretary : Anita Ramaw

Staff Treasurer : P. Lakshmi

Jayasankar

PRINCIPAL
PRINCIPAL

ANNA ADARSH COLLEGE FOR WOMEN
ANNA NAGAR, CHENNAI 600 040

30/10/18

Madam Principal conducted Staff General Meeting and gave instructions about conducting the University Examinations Nov. 2018. The staff reporting time to be 9.00 a.m for shift I and 1.00pm for shift II.

Jayashree [initials]

Signature of ~~Asst~~ Secretary: Anita Ramani

PRINCIPAL

PRINCIPAL

" " Staff Treasurer: P. Radhika

ANNA ADARSH COLLEGE FOR WOMEN
ANNA NAGAR, CHENNAI 600 040

31/1/19

Madam Principal conducted the Staff Meeting and announced the following:

1. College is involved in 5 projects namely:
 - (i) Submission of AQAR
 - (ii) NIRF - 1st phase is completed
 - (iii) College is applying for India Today Rating.
 - (iv) College has applied for AISHE
 - (v) College is progressing towards autonomous.
2. NAAC has identified AAC to promote other colleges to motivate and encourage for NAAC.
3. Research Committee of AAC to conduct meeting and obtain ISSN No. for the College Journal.
4. Information to be provided for Magazine to Dr. Archana with regard to each department's activities and photos of the rankholders.
5. College day to be conducted by the end of Feb. 2019.
6. Government Sponsored Scheme sponsor to be obtained by the Departments to conduct Certificate courses.
7. College to register for MOOC - Master Open Online Courses of the UGC programmes.
8. New Ph.D guidelines for Ph.D Courses.
9. HOD's to go through UGC website.
10. Orientation and Refresher Courses in MOOC Courses online is equivalent to university Courses.
11. From 2016-17, the data to be collected by IQAC cell.
12. Placement details and Alumni details to be maintained

by each department carefully.

13. Staff are encouraged to conduct online tutorial classes.
14. Pongal celebrations on 11/1/19.
15. Publications is must for the staff.
16. Sports day duty allotment was given to each department.
17. Feb. 12th shall be Student Council Election.
18. Details about endowment prizes to be kept ready by the departments.
19. Departments to include as part of their department activity to adopt villages, slums etc.
20. List of Top 10 Alumni students to be identified by each department.

Signature of Staff Secretary: Anita Ramani

" " Staff Treasurer: P. Radhika

Jayashree
PRINCIPAL

ANNA ADARSH COLLEGE FOR WOMEN
ANNANAGAR, CHENNAI 600 040.

- 19/2/19 Madam Principal Conducted Staff Council Meeting and gave the following instructions about conduct of Convocation Day:
- (i) Parents of 1 to 10 Rankholders alone shall be allowed inside the campus.
 - (ii) Departments to collect the name list of the parents.
 - (iii) Chemistry Dept. to give entry passes for the parents.
 - (iv) Staff Discipline Committee for Graduation Day to be formed consisting of 2 staff from each department.
 - (v) Staff reporting time 8.30 a.m and to stay back till the end of the programme.

Signature of Staff Secretary: Anita Ramani

" " Staff Treasurer: P. Radhika

Jayashree
PRINCIPAL

ANNA ADARSH COLLEGE FOR WOMEN
ANNANAGAR, CHENNAI 600 040.

