



SUDHARSAN ENGINEERING COLLEGE

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)

Sathiyamangalam, Kulathur(TK), Pudukkottai District-622 501

Ph: 04339-240830, 240840 Fax: 04339-240205

Website: www.sec.ac.in Email: principal@sec.ac.in

PRI/CIR./2024-25/012

Date: 28-08-2024

Circular

The following committees are constituted for performing different tasks during NAAC Team Visit.

Infrastructure and Institutional Facilities - medical, rainwater harvesting, green initiatives...	Mr. Sundarraj, Mr. Thirumeni, Mr. Jeevanantham
Preparation of presentation	Mrs. Kavitha, Ms. Jamunarani, Mrs. Selvakumari
Stakeholders Meeting	Mrs. Parvathi
Students Interaction	Mrs. Porkodi, Ms. Hemila
Parents Interaction	Dr. Chandran, Mrs. Amalphilomia
Alumni Interaction	Mr. John Joseph, Mr. Vijayanandh
Teaching & Non- Teaching	Mrs. Rajalakshmi, Mr. Santhanakrishnan
Financial Documentation	Mr. Balasubramanian, Mr. Lashmanan, Mr. Mouli
Cultural Programme Committee	Ms. Hemalatha, Ms. Banu, Ms. Jenifer, Ms. A.Rexcy, Ms. Priya, Ms. Kalaivani
Seating Arrangement and Decoration committee for cultural programme and Exit meeting	Mr. Sundarraj, Mr. Siva, Mr. Ramasaravanan, Mr. Gokulakrishnan
Display Boards, Name Plate, Sign Boards & Banners	Dr. Sangupandi, Mr. Vinothraj, Mr. Keerthivasan
Library	Mr. John Joseph, Mr. Umaseelan, Mr. Karthikeyan, Ms. Gowthami, Ms. Kiruthika
Teaching learning Resources - classroom, ICT	Mr. Ramesh, Mr. Ayyappa kumaran, Mr. Gokulakrishnan, Mr. Narayanan
Innovative Teaching - Ebox	Ms. Sivapriyanga, Ms. Suhasini, Ms. Nandhini
Website Updation	Mrs. Kavitha, Mrs. Selvakumari, Mrs. Rexcy
Catering Arrangements	Mr. Thirumeni, Mr. Sarathbabu, Mr. Ayappakumaran, Mr. Siva
Project Displays	Mr. Ramasamy, Mr. Ayyappakumaran, Mr. Prabhakaran, Mr. Keerthivasan, Ms. Mariammal
Centre Of Excellence	Mr. John Joseph, Ms. Porkodi, Ms. Suhasini, Ms. Nandhini
ERP	Ms. Hemalatha, Ms. Aarthi

All Committee Conveners will convey meetings of their committees for clarity purpose, distribution of work and effective performance. Plan all the activities in advance and seek advice from the coordinator - Dr. Asan Mohideen to make it successful during the proposed visit 04 & 05 Sep' 2024.


Principal I/c

C/t:

1. All Departments