

### 30. COLLEGE DUTIES

S. No.	Committee	Co-ordinators / Members
1.	IQAC Committee	<b>Coordinator:</b> <b>Dr. K. Thanikachalam</b> Assistant Professor of Chemistry <b>Members:</b> 1. <b>Dr. A.P. Pazhanisamy</b> Associate Professor of Commerce 2. <b>Dr. P. Kannan</b> Associate Professor of Economics
2.	NIRF Committee	<b>Co-ordinator:</b> <b>Dr. A. Karamath Ali</b> Associate Professor of Computer Science <b>Members:</b> 1. <b>Dr. A.P. Pazhanisamy</b> Associate Professor of Commerce 2. <b>Dr. M. Balasubramanian</b> Assistant Professor of Statistics 3. <b>Dr. R. Parthasarathi</b> Librarian
3.	RUSA	1. <b>Dr. P. Sivakumar</b> Associate Professor of Physics 2. <b>Dr. S. Balaselvakumar</b> Associate Professor of Geography 3. <b>Dr. V. Villavan</b> Assistant Professor of English
4.	PWD-related works	1. <b>Dr. P. Ramesh</b> Associate Professor of Tamil 2. <b>Dr. B.R. Venkatraman</b> Associate Professor of Chemistry
5.	Transfer Certificate	<b>Dr. R. Rajendran</b> Associate Professor of Economics

S. No.	Committee	Co-ordinators / Members
6.	Annual Academic Progress Reports (AAPR)	<b>Dr. P. Krishnamoorthy</b> Assistant Controller of Examinations Associate Professor of Zoology
7.	E-Governance Nodal Officer	<b>Coordinator:</b> <b>Dr. R. Chintra</b> Associate Professor of Computer Science <b>Members:</b> 1. <b>Dr. N. Seethalakshmi</b> Associate Professor of History 2. <b>Dr. I. Benita Sherine</b> Associate Professor of Chemistry
8.	Enterprise Resource Planning (ERP) Committee	<b>Coordinator:</b> <b>Dr. R. Parimala</b> Associate Professor of Computer Science <b>Members:</b> 1. <b>Dr. P. Krishnamoorthy</b> Assistant Controller of Examinations Associate Professor of Zoology 2. <b>Dr. B. Gayathri</b> Associate Professor of Mathematics & NAAC Coordinator 3. <b>Dr. M. Balasubramanian</b> Assistant Professor in Statistics & AISHE Coordinator 4. <b>Dr. A. Karamath Ali</b> Associate Professor of Computer Science & NIRF Coordinator 5. <b>Dr. T. Vimalarani</b> Associate Professor of Chemistry

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9.	Autonomous Review Committee (Till NAAC Visit)	<p>1. <b>Dr. B. Gayathri</b> Associate Professor of Mathematics</p> <p>2. <b>Dr. B.R. Venkatraman</b> Associate Professor of Chemistry</p> <p>3. <b>Dr. T.N. Ravi</b> Assistant Professor of Computer Science</p> <p>4. <b>Dr. K. Ponnammal</b> Associate Professor of Mathematics</p>
10.	IQAC and NAAC Committee (Till NAAC Visit)	<p><b>Coordinator:</b> <b>Dr. B. Gayathri</b> Associate Professor of Mathematics</p> <p><b>Members:</b> 1. <b>Dr. B.R. Venkatraman</b> Associate Professor of Chemistry</p> <p>2. <b>Dr. T.N. Ravi</b> Assistant Professor in Computer Science</p>
11.	Research Committee	<p>1. <b>Dr. K.C. Dhanam</b> Head &amp; Associate Professor of English</p> <p>2. <b>Dr. S. Uma Maheswari</b> Head &amp; Associate Professor of Zoology</p>
12.	Admission Particulars Verification Committee	<p>1. <b>Dr. K.C. Dhanam</b> Head &amp; Associate Professor of English</p> <p>2. <b>Dr. S. Uma Maheswari</b> Head &amp; Associate Professor of Zoology</p> <p>3. <b>Dr. S. Panneer Arockiaraj</b> Associate Professor of Computer Science</p>

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13.	ICC-Internal Compliance and Vishaka Committee	<b>1. College Principal</b> <b>2. Dr. K.C. Dhanam</b> Head & Associate Professor of English <b>3. Dr. K. Kasimariappan</b> Associate Professor of Tamil <b>4. Dr. P. Pandian</b> Associate Professor of Chemistry <b>5. Mrs. M. Parameshwari</b> Superintendent (Office) <b>6. Mrs. Jayanthirani</b> Lawyer, External Member
14.	DST-FIST	<b>1. Dr. P. Sivakumar</b> Associate Professor of Physics <b>2. Dr. A. Faritha</b> Associate Professor of Chemistry <b>3. Dr. R. Senthilkumar</b> Head & Associate Professor of Bio-chemistry
15.	Naan Mudhalvan Thittam	<b>Dr. S. Uma Maheswari</b> Head & Associate Professor of Zoology
16.	TANSCH	<b>Dr. S. Ravipaul</b> Associate Professor of Botany
17.	Pudhumai Penn Thittam	<b>Dr. S. Uma Maheswari</b> Head & Associate Professor of Zoology
18.	Checking and collecting information on the college website	<b>1. Dr. R. Parimala</b> Associate Professor of Computer Science <b>2. Dr. K. Fathima Beevi</b> Head & Assistant Professor of Computer Applications <b>All Department Members of IQAC</b>

<b>S. No.</b>	<b>Committee</b>	<b>Co-ordinators / Members</b>
19.	Election Nodal Officer	<b>Dr. V. Paramasivam</b> Associate Professor of History
20.	Media (Communication)	Visual Communication Department
21.	Works Related to Court Case	<b>Dr. V. Paramasivam</b> Assistant Professor of History
22.	Institution's Innovation Council (IIC)	<b>Dr. R. Kannappa</b> Assistant Professor of Commerce
23.	Center for Entrepreneurship Development (EDC)	<b>Mr. D. Ramalingam</b> Assistant Professor of History
24.	SC/ST Cell	<b>Dr. T. Kannadhasan</b> Head & Associate Professor of Computer Science
25.	OBC Cell	<b>1. Dr. K.C. Dhanam</b> Head & Associate Professor of English <b>2. Dr. S. Umamaheswari</b> Head & Associate Professor of Zoology <b>3. Dr. Sarala</b> Head & Associate Professor of Botany
26.	Minority Cell	<b>1. Dr. P. Pandian</b> Head & Associate Professor of Chemistry <b>2. Dr. A. Karamath Ali</b> Associate Professor of Computer Science <b>3. Dr. K. Fathima Beevi</b> Head & Assistant Professor in Computer Applications

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27.	Hostels Examining Committee	1. <b>Dr. A.P. Pazhanisamy</b> Associate Professor of Economics 2. <b>Dr. R. Muruganantham</b> Associate Professor of Mathematics
28.	Assistant Hostel Keeper	<b>Dr. R. Ramji</b> Assistant Professor of Commerce
29.	Principal Hostel Group	1. <b>Dr. P. Pandiyan</b> Associate Professor of Chemistry 2. <b>Dr. A. Mohamed Abdullah</b> Assistant Professor in Economics 3. <b>Dr. C. Samivel</b> Associate Professor in Zoology
30.	Casual Leave, Alternative Work, Medical Leave Verification (for teaching and non-teaching staffs)	1. <b>Dr. C. Rajeswari</b> Associate Professor of Physics 2. <b>Dr. S. Lalitha</b> Associate Professor of Physics
31.	Identity Card	<b>Department of Economics</b>
32.	College Canteen Maintenance Committee	1. <b>Dr. T. Balakrishnan</b> Head & Associate Professor of Physics 2. <b>Dr. T. Kannadasan</b> Head & Associate Professor of Computer Science 3. <b>Dr. B. Balamurugan</b> Assistant Professor in Economics
33.	Nodal Officer 'AISHE'	<b>Dr. M. Balasubramanian</b> Assistant Professor of Statistics <b>Mr. T. Saravanan</b> Assistant Programmer
34.	Book Bank & Swayam Free Online Education (MHRD)	<b>Dr. R. Parthasarathi</b> Librarian

S. No.	Committee	Co-ordinators / Members
35.	Library Committee	<b>1. Dr. P. Pennarasi</b> Associate Professor of Tamil <b>2. Dr. S. Sethuraman</b> Associate Professor of Mathematics <b>3. Dr. S. Balaselvakumar</b> Associate Professor in Geography
36.	CLP Committee	<b>Co-ordinator:</b> <b>Dr. T.N. Ravi</b> Associate Professor of Computer Science <b>Members:</b> <b>1. Dr. K. Ponnammal</b> Associate Professor of Mathematics <b>2. Dr. R. Sudha</b> Associate Professor of Mathematics <b>3. Dr. T. Thanikachalam</b> Assistant Professor of Chemistry
37.	College Hand Book Preparation	<b>Dr. S. Xavier</b> Assistant Professor of History
38.	College Annual Book Committee	<b>Co-ordinator:</b> <b>1. Dr. P. Venkatesan</b> Associate Professor of Tamil <b>2. Dr. N. Parvathy</b> Associate Professor of English <b>Members:</b> Heads of all the Departments
39.	Sports Club Members	<b>1. Dr. K. Kasimariappan</b> Associate Professor of Tamil <b>2. Dr. A. John Amalraj</b> Associate Professor of Chemistry <b>3. Dr. C. Samivel</b> Assistant Professor in Zoology

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40.	AV Aids	<b>1. Dr. T. Balakrishnan</b> Head & Associate Professor of Physics <b>2. Dr. S. Balasubramanian</b> Department of Physics Examination Level Comm
41.	Periyar Auditorium	<b>1. Dr. P. Sivakumar</b> Associate Professor of Physics <b>2. Dr. P. Arockia Sahayaraj</b> Associate Professor in Chemistry
42.	Girl Student's Amenity Centre & Women's Restroom Surveillance	<b>Co-ordinator</b> <b>Dr. S. Janaki</b> Associate Professor of Economics <b>Ladies Restroom-1</b> <b>Dr. K. Selvarani</b> Associate Professor of Chemistry <b>Ladies Restroom-2</b> <b>Dr. S. Umaprabha</b> Assistant Professor of Commerce <b>Maniyammai Ladies Restroom</b> <b>Dr. S. Sasikala</b> Assistant Professor of Statistics
43.	Disciplinary Action Committee	<b>1. Dr. A. Gopalakrishnan</b> Head & Associate Professor of Economics <b>2. Dr. S. Sethuraman</b> Head & Associate Professor of Mathematics <b>3. Dr. P. Pandian</b> Head & Associate Professor of Chemistry <b>4. Dr. R. Sudha</b> Associate Professor of Commerce



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44.	Ragging Prevention Cell	<b>Co-ordinator I:</b> 1. <b>Dr. P. Venkatesan</b> Associate Professor of Tamil 2. <b>Dr. V. Saroja</b> Associate Professor of Commerce <b>Co-ordinator II: Members</b> Head of all Departments
45.	Common Time Table	<b>Dr. A.P. Palanichamy</b> Associate Professor of Economics <b>Dr. S. Sethuraman</b> Head & Associate Professor of Mathematics <b>Dr. P. Jayaraj</b> Associate Professor of Botany
46.	University Related Works (New/Permanent/Temporary Course Enrollment and Fee Payment)	1. <b>Dr. Alexis Selvaraj</b> Head & Associate Professor of Statistics 2. <b>Dr. Gopalakrishnan</b> Bharathidasan University Senet Member 3. <b>Mr. R. Murugan</b> Financier 4. <b>Mrs. Parameshwari</b> Superintendent
<b>Student Related Works</b>		
47.	Bonafide / Course / Conduct Certificate / Degree Certificate	Respective Head of the Departments
48.	Scholarship Application, Education Loan Application (Day Scholar)	<b>Dr. R. Sarala</b> Associate Professor of Botany

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49.	Accommodation Applications Envelope	<b>Mr. S. Samivel</b> Associate Professor of Zoology
50.	SC/ST Education Scholarship (Nodal Officer)	<b>Dr. S. Xavier</b> Assistant Professor of History
51.	BC/MBC Education Scholarship (Nodal Officer)	<b>Dr. P. Muhideen Askar Navas</b> Associate Professor of Zoology
52.	Bus Ticket Concession / Bus Pass	1. <b>Dr. J. Murugesan</b> Associate Professor of Geography 2. <b>Dr. A. Faritha</b> Associate Professor of Chemistry
53.	Train Ticket Concession / Train Pass	<b>Dr. S. Panneer Arokiaraj</b> Associate Professor of Computer Science
54.	Disabled Student Welfare	1. <b>Dr. T. Senthilkumar</b> Associate Professor of History 2. <b>Dr. M. Balasubramanian</b> Assistant Professor in Tamil
55.	Farmers Safety Scheme Scholarship Application (Endorsement)	<b>Dr. M. Manoranjitham</b> Associate Professor of Botany
56.	Certificate for having studied in Tamil Medium	<b>Dr. K. Kasi Mariappan</b> Associate Professor of Tamil
57.	Training and Placement cell Coordinator	<b>Dr. B. Balamurugan</b> Assistant Professor of Economics
58.	Students Grievance Committee and Psychological Problem Solving Group	1. <b>Dr. P. Pennarasi</b> Associate Professor of Tamil 2. <b>Dr. K. Radha</b> Associate Professor of English 3. <b>Dr. A.R. Lavanya</b> Associate Professor of Botany 4. <b>Dr. R. Gunasekaran</b> Associate Professor of Tamil

S. No.	Committee	Co-ordinators / Members
<b>Service Committee</b>		
59.	National Cadet Corps (NCC)	<b>Dr. P. Arockiya Sahayaraj</b> Associate Professor of Chemistry
60.	National Service Scheme (NSS)	<b>UNIT – I</b> <b>Dr. V. Kalpanadevi</b> Associate Professor of History <b>UNIT – II</b> <b>Dr. S. Balamurugan</b> Assistant Professor of Botany <b>UNIT – III</b> <b>Dr. T. Ramalingam</b> Assistant Professor of History <b>UNIT – IV</b> <b>Dr. P. Balamurugan</b> Assistant Professor of Economics
61.	Citizen Consumer Club	<b>Dr. P. Kannan</b> Associate Professor of Commerce
62.	Youth Red Cross (YRC)	<b>Dr. R. Gunasekaran</b> Associate Professor of Tamil
63.	Red Ribbon Club (RRB)	<b>Dr. R. John Xavier</b> Associate Professor of Physics
64.	ROTARACT Club	<b>Dr. A. Mohamed Abdullah</b> Assistant Professor of Economics
65.	LIONS Club	1. <b>Dr. K. Yasodhadevi</b> Assistant Professor of English 2. <b>Dr. T. Umadevi</b> Assistant Professor of Physics
66.	Student's Exnora	<b>Dr. M.T. Saravanamoorthy</b> Associate Professor of Botany

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67.	Environmental Club (Road safety, Tree Planting and more)	1. <b>Dr. K. Prabhakaran</b> Associate Professor of Zoology 2. <b>Dr. K. Sasikumar</b> Associate Professor of Botany
68.	Women Empowerment Cell	1. <b>Dr. S. Dheiva Malar</b> Assistant Professor of Physics 2. <b>Dr. R. Prema</b> Assistant Professor of English 3. <b>Dr. S. Bhuvaneswari</b> Assistant Professor of Statistics
69.	Anti Drug Club	<b>Dr. Kasthuri Thilagam</b> Associate Professor in History
70.	Yoga Center	1. <b>Dr. N. Parvathi</b> Associate Professor of English 2. <b>Dr. R. Sudha</b> Assistant Professor of English
71.	Children's Rights Protection Organization	<b>Dr. A. Balasundaram</b> Associate Professor of Zoology
72.	Fine Arts Club (Conducting Competition)	1. <b>Dr. K. Kasimariappan</b> Associate Professor of Tamil 2. <b>Dr. S. Jeyalakshmi</b> Assistant Professor of English 3. <b>Dr. A. John Amalraj</b> Associate Professor of Chemistry 4. <b>Dr. S. Umaprabha</b> Assistant Professor of Economics 5. <b>Dr. P. Pennarasi</b> Associate Professor of Tamil

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73.	Parent Teachers' Association	1. <b>Dr. P.K. Vijayalakshmi</b> Principal & Head 2. <b>Dr. S. Xavier</b> Assistant Head & Assistant Professor in History 3. <b>Secretary on behalf of parents</b> 4. <b>Dr. S. Sethuraman</b> Treasurer 5. <b>Dr. T. Balakrishnan</b> Committee Member & Head of the Department of Physics

### **Alumni Association**

<b>Patron</b>	:	<b>Mr. Tiruchy N. Siva, M.A., B. L., M.P</b> Member of State Legislative Assembly
<b>President (Ex. Officio)</b>	:	<b>Dr. B.S. Vijayalakshmi, Principal</b>
<b>President</b>	:	<b>Mrs. Surya Vahab</b>
<b>Vice-President</b>	:	<b>Dr. P. Panneer Selvam</b>
<b>General Secretary</b>	:	<b>Mr. R. Senthil Rajan</b>
<b>Treasurer</b>	:	<b>Mr. P. Krishna Gopal</b>
<b>Secretary</b>	:	<b>Mr. T. Saravanan</b>
<b>Joint Secretary</b>	:	<b>Mr. S. Krishnaoorthy</b>