

**K.S. Rangasamy College of Arts and Science (Autonomous), Tiruchengode – 637215.**

**Minutes of Meeting**

**Chair Person: The Principal**

**Members of the Meeting: HoDs**

<b>Meeting No: 2023-24/</b>	<b>Date: 17.04.24</b>	<b>VENUE: Mini AC hall</b>	<b>Time: 11.30 AM</b>
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The meeting was chaired by the Principal along with the heads of the departments and items listed in the agenda were taken for discussion and decision.

<b>S.No</b>	<b>Agenda</b>	<b>Discussion / Action to be taken</b>	<b>Responsibility</b>	<b>Target Date</b>
<b>1</b>	Admission Status	<ul style="list-style-type: none"> <li>The principal instructed the heads of the various departments to concentrate and achieve the target in admission of their concerned departments.</li> </ul>	Heads	Continuous
<b>2</b>	NIRF Ranking/QS Ranking	<ul style="list-style-type: none"> <li>The criteria co-ordinators were instructed to collect the required data from the departments.</li> <li>It should be completed on or before 24-04-2024.</li> </ul>	Heads	24-04-2024
<b>3</b>	Absents in CAT-II and CAT-III	<ul style="list-style-type: none"> <li>The principal instructed the heads of the various departments to control absentees and monitor regularly.</li> </ul>	Heads	Continuous
<b>4</b>	Preparation of condonation List	<ul style="list-style-type: none"> <li>The Heads of the departments were instructed to prepare the condonation list and submit to COE's office on 18-04-2024.</li> <li>The Heads of the departments were requested to remove long absentees from Intranet.</li> </ul>	Heads	18-04-2024
<b>5</b>	Commencement of Autonomous Examination	<ul style="list-style-type: none"> <li>Semester examination will commence on 25.04.2024.</li> <li>Question paper scrutiny should be done meticulously, ensuring the K Levels.</li> <li>The CoE instructed the heads of the departments to have remedial measures to improve the pass percentage in Autonomous Exam April/May 2024.</li> <li>Further the discussions were held on invigilator duty and issuing hall tickets.</li> </ul>	Heads	Continuous

6	Fee Pending	<ul style="list-style-type: none"> <li>The heads of the departments were instructed to collect pending semester fee and hostel fee on or before 25-04-2024.</li> </ul>	Heads	Continuous
7	R& D Activies	<ul style="list-style-type: none"> <li>The heads of the departments were suggested to instruct their faculty members to apply for NET/SLET Examination.</li> </ul>	Heads	Continuous
8	Placement Activities	<ul style="list-style-type: none"> <li>753 students got single offer letter and 172 students got double offer letter in reputed companies.</li> </ul>	Placement & Training Cell	Continuous
9	Others	<ul style="list-style-type: none"> <li>The heads of the departments were instructed to prepare the scheme of syllabus for the academic year 2024-25.</li> <li>AICT – Approved Courses are available for Arts &amp; Science students and Hod's were requested to motivate the students to join the course.</li> <li>SkillIDA is also available and heads are requested to make awareness about the courses.</li> </ul>	Heads	Continuous

The Chairperson thanked the members and the meeting adjourned at 2.00 pm

  
18/04/24  
PRINCIPAL

**K.S.RANGASAMY COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)**

**TIRUCHENGODE – 637 215**

KSRCAS/2023-2024

DATE: 16.04.2024

**CIRCULAR**

<b>Originator : Principal</b>	<b>Circulated to: HODs</b>
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**Sub: HODs Meeting**

All HOD's are requested to attend the meeting. If HOD is not available, HOD I/C shall attend the meeting.

**Date & Time** : 17.04.2024, Wednesday 11.30 AM  
**Venue** : Mini A/C Hall

**AGENDA**

1. Admission Status
2. NIRF Ranking / QS Ranking
3. Absents in CAT -2 and CAT – 3
4. Preparation of condonation List
5. Commencement of Autonomous Examination
6. Fee Pending
7. R & D Activities
8. Placement Activities
9. Others





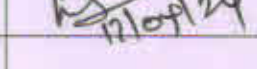
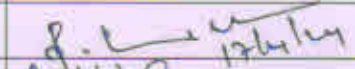
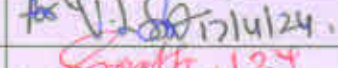


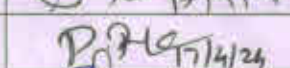




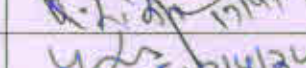

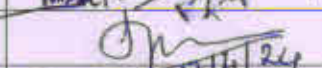
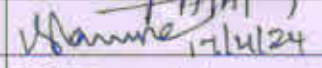




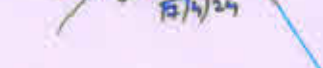

  
**PRINCIPAL**

# K.S.RANGASAMY COLLEGE OF ARTS & SCIENCE (Autonomous)

TIRUCHENGODE – 637 215

## HoDs List

Date: 17.04.2024

S.NO	NAME	DEPARTMENT	SIGNATURE
1.	Dr.R.Palanivel	Tamil	
2.	Ms.V.V.Malini	English	
3.	Mr.T. Rajendrakumar	Mathematics (UG & PG)	
4.	Dr.M.Venkatesh	Physics (UG)	 For V.T. SEG 17/4/2024
5.	Dr.G.Suresh Kumar	Physics (PG)	 17/04/24
6.	Dr.K.M. Prabusankarlal	Electronics	
7.	Dr.B.Ganesh Prabhu	Visual Communication	 17/4/24
8.	Dr. K. Visvanathan	Commerce (UG & PG)	 17/4/24
9.	Dr.S. Maheskumar	Commerce (CA)	 17/4/24
10.	Dr. S.Ramji	B.Com (B&I)	 17/4/24
11.	Dr.S.Nisha	B.Com (PA)	 17/4/24
12.	Dr.P.Pradeep Kumar	Computer Science (UG) & AIML	 17/4/24
13.	Dr.J.Ramesh	Data Science	 17/4/24
14.	Mr. S. Sakthivel (i/c)	Computer Applications	 17/4/24
15.	Dr.M.Baskar	Business Administration UG	 17/4/24
16.	Dr.V.Karthi	Textile & Fashion Designing	 17/4/24
17.	Mr.K.S.Shanmugam	Microbiology (UG & PG)	 17/4/24
18.	Dr.G.Saravanan	Biochemistry (UG&PG)	 17/4/24
19.	Dr.M.Aarathi	Biotechnology (UG&PG)	 17/4/24
20.	Dr.R.P.Suresh Jeyakumar	Chemistry (UG&PG)	 17/4/24
21.	Dr.P.Vanitha	Business Administration PG	 17/4/24
22.	Dr.J.Tamilselvan	Computer Science (PG)/SDW	 17/4/24
23.	Dr.M.Suresh	Librarian	 17/4/24
23.	Mr.M.Prasad	Controller of Examinations	 17/4/24
24.	Dr.M.Prasanna Rajesh Kumar	Vice - Principal	 17-4-2024

25 A-KARTHIK RAZA

PO

  
17/4/24