

# ODD-N-EVEN Association



PAGE:

DATE:

## meeting minutes

Our ODD-N-EVEN Association had conducted an meeting on 10.07.2023.

Ms. S. Gausalya took charge as faculty secretary of the association. The following students were elected as officials of the association. And also we announced student secretary, joint secretary, Treasurer. In department of HOD Ms. F. Nizamathi share few words about ODD-N-EVEN ASSOCIATION.

Secretary: Selvi. M. Sindhu, II - B.Sc., Mathematics.

Joint Secretary: Selvi. M. Kanimozhi, III - B.Sc., Mathematics.

Treasurer 1. Selvi. T. Gopika, II - B.Sc., Mathematics.

2. Selvi. R. Poorna Jothi, I - B.Sc., Mathematics.

The goals which are to be achieved for this academic year were decided during the meeting. And also they decided they will actively organizes the meeting. Thus the meeting come to be an end.

Date: 10.7.2023

Place: Sri Sarada Niketan College for Women, Tenkasi.

M. Sindhu.  
Signature of the  
student secretary

Gausalya. S.  
10/07/23  
Signature of the  
faculty secretary

P. Nizamathi  
10/7/23  
Signature of the  
HOD

Mao  
10/7/23  
Signature of the  
Principal.

Meeting No: 1

Date : 17.08.2023

Discussed Regarding:

1. All department PG and UG final years can bring their laptops on Monday & Thursday if they needed and faculty members should monitor the students
2. PG should complete 5 certificate courses & UG should complete 6 courses
3. All PG First year for I semester should study - Research methodology (Priya mam Physics)  
Second year for III semester - Professional Ethics
4. I UG common certificate ICT (CS department)  
Chemistry in everyday life (Che)  
Basic knowledge of circuit (Phy)  
App development (CS)
5. II UG certificate courses - 50 students maximum  
Food & Nutrition (Micro)  
Natural Therapy & Yoga Science (Maths)  
Web designing (CS)
6. III UG certificate courses - 50 students  
Preparation of Soap & Detergents (Che)  
Digital Marketing (Com CA)  
Rural Development (Com)
7. Fill appraisal forms & attach the documents.



8. Sixth hour will be certificate course hour

9. certificate course syllabus should be submitted

J. Iyer 11/8/2023

Members Present :

Jy

1. DHIVA.R

2. Dr. J. DHARANI

J. Dhara 11/8/23

3. J. VISALI

J. Visali

4. V. Preethi

V. Preethi 11/8/23

5. J. FIYAVARASI

J. Fiavarasi

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Me  
17/8/23



HOD Meeting: Date: 16.6.23.

- Bridge Course Preparation.
- Student to bring the news paper, note book, cescar, and gum for making craft work as activity.
- Make the students to maintain time mgt.
- Some marks are also given to the all activities based.
- Finally, the marks are calculate and declare the winner of the team members.
- Give some instruction to students for making story.
- Posted making and form filling methods are giving as instruction to students.

1. Ms. S. KAVITHA - *SK*
2. Ms. S. PRABHADEVI - *SP*
3. Ms. M. MOHANAPRIYA - *MP*
4. Ms. S. JAYABHARATHIPRIYA - *BSJ*  
16/6/23
5. Ms. S. VIJAYALAKSHMI - *SV*  
16/6/23
6. Ms. P. KIRUTHIGA - *P.K*  
16/6/23

*me*  
*last*  
HOD *SK*  
Signature