

**SRI SANKARA ARTS AND SCIENCE COLLEGE
(AUTONOMOUS)
ENATHUR, KANCHIPURAM – 631 561**

Date: 07.10.2016

NOTICE

We wish to inform you that planning and evaluation committee meeting of Sri Sankara Arts and Science College will be held on **14. 10.2016** at **12.30 pm** in our college premises to discuss the items cited under agenda.






1. Prayer
2. Confirmation of minutes of the previous meeting held on **19.05.2016**
3. Proposal to upgrade few departments to research department.
4. Analysis of End Semester Results.
5. Any other.

Kindly attend the meeting and render your valuable suggestions.



PRINCIPAL

Attendance pertaining to the planning and evaluation committee of the college which is held on 14.10.2016 at 12.30 pm in our college premises.

Sl.No	Name and Designation	Signature
1	Dr. K. R. Venkatesan Chairman and Convener	
2	Mr. C. Jayasankar Teacher Representative	
3	Dr. B. Ramesh Teacher Representative	
4	Mr. R. Krishnamoorthy Teacher Representative	
5	Mr. M. Seshagiri Administrative Officer	

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MINUTES

PLANNING AND EVALUATION COMMITTEE MEETING

The planning and evaluation committee met on **14.10.2016** at **12.30 pm** at the principal's office. The following are the minutes of that meeting.

1. The minutes of the previous meeting held on **19.05.2016** was unanimously confirmed and approved by the members of the Planning and Evaluation Committee.
2. To initiate the process to upgrade Biochemistry, Microbiology, Commerce and English into research departments.
3. The Result analysis of April/May End Semester Examination 2016 was done.
4. Green initiatives to make campus ecofriendly were proposed.



PRINCIPAL