

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

MINUTES

PLANNING AND EVALUATION COMMITTEE MEETING

The planning and evaluation committee met on **25.02.2022** at **11.am** at the Principal's office. The following are the minutes of that meeting.

1. The minutes of the previous meeting held on **6th Oct. 2021** was unanimously confirmed and approved by the members of the Planning and Evaluation Committee.

2. The Principal of the college, Dr. K. R. Venkatesan presented before the committee the report of the activity of the college conducted during the academic year 2021 – 2022. The members of the committee carefully evaluated the activity planned and conducted under the heads:
 - i. Curricular aspects.
 - ii. Teaching, Learning and Evaluation
 - iii. Research and Extension.
 - iv. Innovative practices.

After discussion the committee unanimously approved the activity carried out during the academic year 2021 – 2022 and placed on record their appreciation to the Principal, Teaching and Non-Teaching Staff for commitment and co-operation.

3. Principal Presented plan of action for the academic year 2022– 2023.

- Encourage sports students to participate in the National Level Competitions.
- Proposed to conduct competitive exam coaching session for career counseling and guidance.
- Encourage student participates in On campus and Off campus interviews and get placed.
- Encourage the students and teachers to actively participate in the extension activities to be socially responsible.






The committee unanimously approved the plans for the coming academic year 2022 – 2023.

4. To motivate faculty to publish research papers in UGC Care Listed / Scopus indexed journals.



PRINCIPAL

Attendance pertaining to the planning and evaluation committee of the college which is held on **25.02.2022** at **11.am** 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 |  |