

Recognized by NCTE / Affiliated to the TamilNadu Teachers Education University Re-Accredited by NAAC

College Code - 12306

# **Key Indicator – 1.1 Curriculum Planning**

**Metric No. 1.1.2** – At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the last completed academic year



Minutes of the meeting for in-house Curriculum planning

PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

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### CIRCULAR NO:038/2022-2023/B.Ed.

11.07.2022

There will be a staff meeting to be held on 11/07/2022 in the Principal's cabin at 10.00AM. Hence all the staff are expected to be punctual. Exam schedule will be the agenda of the meeting.

Regime Toel

Principal PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	A
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	d. Al
3	Mrs. A.Janakí	Asst.Prof of Biological Science	Atlana -
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	Calpales
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	Cup
6	Mrs. D. Jothi	Asst.Prof of Physical Science	34
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	Barrel
8	Mrs. J. Jayanthi	Asst. Prof of Education	喇
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Poled
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	CO.
11	Mrs. J. Sukanya	Asst. Prof of Education	Su
12	Ms. V.Suriya	Asst. Prof of Education	10

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

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## MINUTES OF THE MEETING HELD ON 11.07.2022

Staff Meeting was held on 11.07.2022 in the Principal's room at 10.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	Load
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	81.10
3	Mrs. A.Janaki	Asst. Prof of Biological Science	Marth
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	Oreverneeks
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	CHO
6	Mrs. D. Jothi	Asst.Prof of Physical Science	
7	Mrs, R. Subhalakshmi	Asst. Prof of Mathematics	28
8	Mrs. J. Jayanthi	Asst. Prof of Education	-1
9	Mr. R. Chandra sekaran	Asst. Prof of Education	04
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	0
11	Mrs. J. Sukanya	Asst. Prof of Education	hu
12	Ms. V.Suriya	Asst. Prof of Education	- 67

Minutes of the previous meeting was read & passed.

Principal initiated the meeting with feedback of Teaching Internship in various schools.

Discussion on the University Examination of B.Ed. Non Semester and II semester was done. Examination center was announced by the principal as Thirumurugan Arts & Science College, Thirupachur. Principal asked staff to inform students that the hall ticket would be issued just two days before the examination. Duty list was asked to prepare to visit the examination centre and the same to be followed by the staff. Staff were asked to report to college soon after the examinations

It was also informed that B.Ed. Students Teaching Internship will commence on 1<sup>st</sup> August 2022, Mr. S. Arunachala Perumal, Assistant Professor was given in charge for the whole of the internship allotment and procedures. Staff were insisted to make necessary arrangements and preparations for the same.

Discussion to enhance the admissions was also done. Staff were asked to bring admissions from Arts& Science Colleges.

Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 263

Regina Joe

INDHIRA COLLEGE OF EDUCATION PANDUR, TRUVALLUR-831 203

### CIRCULAR NO:040/2022-2023/B.Ed.

11.08.2022

75<sup>th</sup> Independence Day will be celebrated on 12<sup>th</sup> & 13<sup>th</sup> August 2022. Events and participants for the same are to be reported to the principal on or before 11.08.2022 evening 3.30PM. Exciting Prizes will be awarded to the winners. Good conduct of the programme is expected. Jai Hind.

Meeting regarding the same will be conducted on 11.08.2022. All are requested to attend the same,

Regina Joel Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	A
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	d.H.
3	Mrs. A.Janaki	Asst.Prof of Biological Science	Ataun
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	Meres
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	CEP
6	Mrs. D. Jothi	Asst.Prof of Physical Science	The .
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	Double
8	Mrs. J. Jayanthi	Asst. Prof of Education	红
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Rehal
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	8 Day
11	Mrs. J. Sukanya	Asst. Prof of Education	Ten
12	Ms. V.Suriya	Asst. Prof of Education	1.4

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

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#### MINUTES OF THE MEETING HELD ON 11.08,2022

Staff Meeting was held on 11.08.2022 in the Principal's room at 10.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

### FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Pref of History	379
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	d.tel
3	Mrs. A.Janaki	Asst. Prof of Biological Science	Astarch
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	Weante
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	CLP-
6	Mrs. D. Jothi	Asst.Prof of Physical Science	-JK
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	B2-
8	Mrs. J. Jayanthi	Asst. Prof of Education	-A
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Re
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	100
11	Mrs. J. Sukanya	Asst. Prof of Education	du
12	Ms. V.Suriya	Asst. Prof of Education	16

Minutes of the previous meeting was read & passed.

As per the instructions of NCTE for the celebration of "ASADI KA AMRIT MAHOTSAV"- Completion of 75 years of Independence is scheduled to be conducted on 12th & 13th August 2022.

Events and participants for the events are requested to be prepared by the staff by today evening itself. Staff are asked to inform B.Ed. Students in internship practice. Event In charge and criteria for the events were decided then and there. Principal insisted for the detailed report of the program and photos to witness everything and the same would be sent to NCTE.

Principal ensured whether all the B.Ed. students are coming on Saturdays to get their written records corrected from their respective optional staff. It was also insisted to visit Internship school to observe their Teaching competency

and to report them.

Principal

Regina Joel

PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

### CIRCULAR NO:041/2022-2023/B.Ed.

01.09.2022

There will be a staff meeting to be held on 01/09/2022 in the Principal's cabin at 10.00AM. Hence all the staff are expected to be punctual. Teacher's Day celebration on 5<sup>th</sup> September 2022in the Seminar Hall is to be discussed in the meeting. All Staff are invited to attend the same.

Regina Joel Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	801
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	N.X.
3	Mrs. A.Janaki	Asst.Prof of Biological Science	Dome
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	Aresse-
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	CIP
6	Mrs. D. Jothi	Asst.Prof of Physical Science	8/2
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	Druhy
8	Mrs. J. Jayanthi	Asst. Prof of Education	-85
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Rahu
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	SDa
11	Mrs. J. Sukanya	Asst. Prof of Education	Too
12	Ms. V.Suriya	Asst. Prof of Education	VS

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# MINUTES OF THE MEETING HELD ON 02.09.2022

Staff Meeting was held on 01/09/2022 in the Principal's room at 10.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	Short
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	2 + 1
3	Mrs. A.Janaki	Asst. Prof of Biological Science	And a
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	- Jenky
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	Croperate
6	Mrs. D. Jothi	Asst.Prof of Physical Science	1
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	8-
8	Mrs. J. Jayanthi	Asst. Prof of Education	-6
9	Mr. R. Chandra sekaran	Asst. Prof of Education	-
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	- Pe
11	Mrs. J. Sukanya	Asst. Prof of Education	do.
12	Ms. V.Suriya	Asst. Prof of Education	185

Minutes of the previous meeting was read & passed.

Principal initiated the meeting with a short welcome address, First agenda of the meeting was about the events and preparations of Teachers Day celebrations.

Admissions for the next academic year 2022-2023 was the next main agenda of the meeting . Ways to improve admission were discussed.

Next discussion was about Teaching Practice of B.Ed. –II year students. Feedback on the observations of Teaching Internship was reported to Principal by each staff. Opinion of School Head Masters about our trainees were also reported.

Student's enrollment and updation of Swayam Online course was also ensured by the Principal. Meeting ended with a piece of vote of thanks.

Principal

PRINCIPAL

Regina Joel

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUWALLUR-631 203

### CIRCULAR NO:042/2022-2023/B.Ed.

16.09.2022

This is to intimate all that Memorandam of Understanding (MOU) will be signed between Indhira College of Education & Priyadharshini Dental College & Hospital for the enhancement and progress of both the colleges on 19/09/2022 .Staff Meeting will be conducted regarding the same on 16.09.2022 at 11.00AM. in the Principal's cabin along with Dental Staff. Kindly attend the meeting.

Principal

Regina Joel

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	M
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	d. H
3	Mrs. A.Janaki	Asst.Prof of Biological Science	Stayen
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	Cuosus
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	CIP
6	Mrs. D. Jothi	Asst.Prof of Physical Science	-she
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	RSust
8	Mrs. J. Jayanthi	Asst. Prof of Education	न्हर
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Dother
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	@ Den
11	Mrs. J. Sukanya	Asst. Prof of Education	The -

Jeffende PRÍNCIPAL INDHIRA COLLEGE OF EDUCATION

PANDUR, TIRUVALLUR-631 203

## MINUTES OF THE MEETING HELD ON 16.09,2022

Staff Meeting was held on 16.09.2022 in the Principal's room at 10.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

### FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	12-4
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	dite_
3	Mrs. A.Janaki	Asst. Prof of Biological Science	3 Tays
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	Cverat
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	Call-
6	Mrs. D. Jothi	Asst.Prof of Physical Science	-0
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	PR
8	Mrs. J. Jayanthi	Asst. Prof of Education	7
9	Mr. R. Chandra sekaran	Asst. Prof of Education	De
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	9
11	Mrs. J. Sukanya	Asst. Prof of Education	don
12	Ms. V.Suriya	Asst. Prof of Education	1

Minutes of the previous meeting was read & passed.

Principal initiated with a good news that memorandam of Understanding would be signed between us and Priyadarshini Dental College and Hospital on 19/09/2022 to exchange the expertice and also to enhance the quality and standard of our college. In connection to it, PDCH have planned to conduct a workshop on NAAC which is to be held on 23/09/2022 at 1.30PM in the Dental Block. Principal informed that all staff should attend the same as we have been invited.

Mr. A. Jayapaul, programme officer, NSS of Indhira College of Education is deputed to attend the workshop organised and conducted by TamilNadu Teachers Education University.

Further the discussion was about the debate on Heritage and Culture which is organised by Veera Raghavar Temple devotees in the name of Darshnodaya Navarathri Mahothsavam 2022 which is to be held on 26/09/2022. Staff were instructed to make the students prepare well for the debate which is to be conducted admidst the public. Madam also ensured that it would be a excellent opportunity for students and college as it is going to be show eased in a public sector. Madam also wished Mrs. U. Visalatchi as she was selected as the debate judge for the same. Principal insisted rehearsal to be done several times for which other staff can direct and suggest their ideas.

Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-531 202

### CIRCULAR NO:051/2022-2023/B.Ed.

11.12.2022

There will be a staff meeting to be held on 12.12.2022 (Tomorrow) at 10 AM various academic plans would be the agenda of the meeting .All are requested to give your presence promptly.

Principal PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

Regina Jal

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	en
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	D.H.
3	Mrs. A.Janaki	Asst.Prof of Biological Science	Mars
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	( NO9M
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	CUL
6	Mrs. D. Jothi	Asst.Prof of Physical Science	- She
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	Revol
8	Mrs. J. Jayanthi	Asst. Prof of Education	क्ष
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Rehy
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	Span
11	Mrs. J. Sukanya	Asst. Prof of Education	Alex
12	Ms. V.Suriya	Asst. Prof of Education	1/R

## MINUTES OF THE MEETING HELD ON 12.12.2022

Staff Meeting was held on 12.12.2022 in the Principal's room at 10.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	341
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	Q. 70
3	Mrs. A.Janaki	Asst. Prof of Biological Science	A. Farel
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	a Vener
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	Col-
6	Mrs. D. Jothi	Asst.Prof of Physical Science	The.
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	PEAN
8	Mrs. J. Jayanthi	Asst. Prof of Education	Se
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Da)
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	Salar
11	Mrs. J. Sukanya	Asst. Prof of Education	TR
12	Ms. V.Suriya	Asst. Prof of Education	18

Minutes of the previous meeting was read & passed.

Meeting began with a short welcome address. Discussion on the academic activities to be carried out was done.

Principal ensured whether the syllabus is being covered promptly by all the paper handling staff. It was suggested to give Assignments and home tests to have regular writing practice.

Principal asked staff to prepare questions and notes for all the units covered and same to be circulated to students for their better preparations.

Christmas celebration was the next agenda of the meeting, as students requested for Christmas and New Year celebration; it was decided to conduct it on 23.12.2022. Cultural Coordinators Mrs. U.Visalatchi and Mrs. A.Nancy Rajathi was deputed for celebration. Programme schedule was also discussed. Meeting came to an end with a vote of thanks.

Principal PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

(General)

### CIRCULAR NO:054/2022-2023/B.Ed.

10/01/2023

Regine Joel

Staff meeting is planned to be conducted on 10.01.2023. Samathuva Pongal vizha will be the main agenda of the meeting. All are requested to take part with your suggestions.

Principal
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	sol
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	diff
3	Mrs. A.Janaki	Asst.Prof of Biological Science	Stocke
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	CVReam
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	CIP
6	Mrs. D. Jothi	Asst.Prof of Physical Science	-882
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	Paral
8	Mrs. J. Jayanthi	Asst. Prof of Education	-81
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Rehouse
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	Dare
11	Mrs. J. Sukanya	Asst. Prof of Education	- Ku
12	Ms. V.Suriya	Asst. Prof of Education	180

## MINUTES OF THE MEETING HELD ON 10.01.2023

Staff Meeting was held on 10.01.2023 in the Principal's room at 10.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	SAR
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	ditte .
3	Mrs. A.Janaki	Asst. Prof of Biological Science	de un
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	1. Veacour
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	CID
6	Mrs. D. Jothi	Asst.Prof of Physical Science	-Ab
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	Phillie
8	Mrs. J. Jayanthi	Asst. Prof of Education	St
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Does
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	O D
11	Mrs. J. Sukanya	Asst. Prof of Education	fre
12	Ms. V.Suriya	Asst. Prof of Education	13

Minutes of the previous meeting was read & passed.

Principal greeted all staff members her New Year wishes. With same happy note, the topic moved on to Samathuva Pongal Vizha Celebration.

Principal read the circular from management about Pongal celebration and passed it on to all staff. Date of Celebration was announced to be 13.01.2023.

Principal intimated staff to collect the name list of participants willing to take part in the competitions mentioned in the management circular. Smooth and successful conduct of celebration was expected from staff and students.

Madam informed staff to complete the portions as early as possible as the University exams may fall in the 3rd Week of February. Madam also insisted B.Ed.-II year records completion for their practical exams.

Principal

Regina Joes

PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

## CIRCULAR NO:056/2022-2023/B.Ed.

14.02.2023

It is informed that staff meeting will be conducted tomorrow (15.02.2023) in the Principal's cabin at 10 AM. Practical Examination will be the agenda for the meeting.

Regina Toe)
Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 263

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	80
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	d. ye
3	Mrs. A.Janaki	Asst.Prof of Biological Science	Stark
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	O-Vere
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	ap
6	Mrs. D. Jothi	Asst.Prof of Physical Science	The -
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	Rende
8	Mrs. J. Jayanthi	Asst. Prof of Education	包
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Retur
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	Da
11	Mrs. J. Sukanya	Asst. Prof of Education	789
12	Ms. V.Suriya	Asst. Prof of Education	15

### MINUTES OF THE MEETING HELD ON 15.02.2023

Staff Meeting was held on 15.02.2023 in the Principal's room at 10.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	<b>Designation</b>	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	34-9
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	CA. AC 1
3	Mrs. A.Janaki	Asst. Prof of Biological Science	A Janti
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	1. Verenu
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	CIP
6	Mrs. D. Jothi	Asst.Prof of Physical Science	The .
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	Ready
В	Mrs. J. Jayanthi	Asst. Prof of Education	ALL .
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Re
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	82
11	Mrs. J. Sukanya	Asst. Prof of Education	fu
12	Ms. V.Suriya	Asst. Prof of Education	1

Minutes of the previous meeting was read & passed.

The meeting begun with a welcome address. As the main agenda of the meeting was about the B.Ed. III Semester Practical Examination and its preparation, it was discussed in detail. It was decided to conduct Mock Practical Examination in the last week of February 2023 and the dates for same would be informed through circular. Staff were informed to prepare students for mock. TNTEU circular regarding the conduct of B.Ed. Practical examinations was read.

It was informed that Exam fee of B.Ed. – III Semester students will be paid on 18.02.2023. Hence staff were insisted to make them pay immediately. Meeting ended with a Vote of Thanks.

Regime Jeel

Principal PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

PRINCIPAL

### CIRCULAR NO:059/2022-2023/B.Ed.

03.03.2023

Model Theory Examinations for B.Ed. & M.Ed will be held from 08/03/2023 to 15/03/2023. Duty list is attached herewith for the staff for signing.

> Regina Joel Principal PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	AN
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	dite 1
3	Mrs. A.Janaki	Asst.Prof of Biological Science	Afail
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	C.Veeny
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	GER
6	Mrs. D. Jothi	Asst.Prof of Physical Science	Tolk-
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	Rholl
8	Mrs. J. Jayanthi	Asst. Prof of Education	fr
9	Mr. R. Chandra sekaran	Asst. Prof of Education	F
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	Sole
11	Mrs. J. Sukanya	Asst. Prof of Education	gu-
12	Ms. V.Suriya	Asst. Prof of Education	18_

PRINCIPAL INDH:RA COLLEGE OF EDUCATION

PANDUR, TIRUVALLUR-631 203

### MINUTES OF THE MEETING HELD ON 03/03/2023

Staff Meeting was held on 03/03/2023 in the Principal's room at 10.00 am.

MEMBERS PRESENT

1

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	349
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	d.HL
3	Mrs. A.Janaki	Asst, Prof of Biological Science	A-Janki
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	C Ver
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	Cel
6	Mrs. D. Jothi	Asst.Prof of Physical Science	Tolli
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	R. Satellel
8	Mrs. J. Jayanthi	Asst. Prof of Education	-fl
9	Mr. R. Chandra sekaran	Asst. Prof of Education	PQ_
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	Day
11	Mrs. J. Sukanya	Asst. Prof of Education	Su
12	Ms. V.Suriya	Asst. Prof of Education	15

Minutes of the previous meeting was read & passed.

Principal beginned the meeting with an appreciation for the staff for the smooth conduct of Model theory Examinations. Principal informed staff to submit the mark list of Model Examination by 20/03/2023 to the office.

Meeting moved on to the main agenda- Continual Affiliation of M.Ed. Discussion on the duty allotment for inspection was done. All staff were insisted to update the files they are given in charge of Duty list was finalized. Principal and staff members expressed their own views for the successful conduct of the inspection. B.Ed. Staff were also allotted duties and were asked to update their files too.

Principal

PANDUR, TIRUVALLUR-631 203

Regina Joel

### CIRCULAR NO:060/2022-2023/B.Ed.

10.04.2023

It is informed that staff meeting will be conducted tomorrow (11.04.2023) in the principal's cabin at 10.00 am. Theory examination will be the agenda for the meeting.

Regina Joe

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	500
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	A. luk
3	Mrs. A.Janaki	Asst.Prof of Biological Science	A. Jose
4	Mr. C. Veeramanikandan	Asst. Prof of Commerce	1. veen
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	gy.
6	Mrs. D. Jothi	Asst.Prof of Physical Science	John.
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	P. Suh
8	Mrs. J. Jayanthi	Asst. Prof of Education	J. Jaranh
9	Mr. R. Chandra sekaran	Asst. Prof of Education	P. Charlestelle
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	B. goon
11	Mrs. J. Sukanya	Asst. Prof of Education	J. Jukey
12	Ms. V.Suriya	Asst. Prof of Education	V. Run -
-			A Committee of the Comm

# MINUTES OF THE MEETING HELD ON 11.04.2023

Staff Meeting was held on 11.04.2023 in the Principal's room at 10.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	118
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	20/
3	Mrs. A.Janaki	Asst. Prof of Biological Science	Q.H_
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	A Jarqui
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	Chillip
6	Mrs. D. Jothi	Asst.Prof of Physical Science	CIP-
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	John
8	Mrs. J. Jayanthi	Asst. Prof of Education	f. Sublin
9	Mr. R. Chandra sekaran	Asst. Prof of Education	-
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	Do.
11	Mrs. J. Sukanya	Asst. Prof of Education	Day-
	Ms. V.Suriya	Asst. Prof of Education	Son

Minutes of the previous meeting was read & passed.

The meeting begun with the welcome address. As the main agenda of the meeting was about B.Ed I semester theory examination and its preparation was discussed in detail.

Principal mam informed the staff to complete the portion as soon as possible as be university exam will be from 17<sup>th</sup> April onwards and mam insisted to coach the students for theory examination.

Meeting end up with vote of thanks.

Keglha Joel Principal

PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRGUALLUR 631 201

### CIRCULAR NO:061/2022-2023/B.Ed.

16.05.2023

There shall be a staff meeting tomorrow (17.05.2023) in the principal's cabin at 10.00 am. All are requested to attend the meeting TNTEU validation of answer scripts will be the agenda.

Regina Joel Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	8
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	A. hay
3	Mrs. A.Janaki	Asst.Prof of Biological Science	A. Tule
4	Mr. C. Veeramanikandan	Asst. Prof of Commerce	a ven
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	age.
6	Mrs. D. Jothi	Asst.Prof of Physical Science	John.
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	P. Suhn
8	Mrs. J. Jayanthi	Asst. Prof of Education	J. Jayant
9	Mr. R. Chandra sekaran	Asst. Prof of Education	R chadrages
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	8. derri
11	Mrs. J. Sukanya	Asst. Prof of Education	J. Sylent
12	Ms. V.Suriya	Asst. Prof of Education	VA

PRINCIPAL

# MINUTES OF THE MEETING HELD ON 17.05.2023

Staff Meeting was held on 17.05.2023 in the Principal's room at 10.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	1. 8
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	350
3	Mrs. A.Janaki	Asst. Prof of Biological Science	01,71
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	A Jane
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	Chlori
6	Mrs. D. Jothi	Asst.Prof of Physical Science	(4)
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	39/10
8	Mrs. J. Jayanthi	Asst. Prof of Education	A Justin
9	Mr. R. Chandra sekaran	Asst. Prof of Education	(b)
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	RO
11	Mrs. J. Sukanya	Asst. Prof of Education	Date
12	Ms. V.Suriya	Asst. Prof of Education	a

Minutes of the previous meeting was read & passed.

Principal read the circular from TNTEU and inform the staff about faculties to attend the nearest valuation camp along with the authorization letter obtained from the Principal.

Meeting end up with vote of thanks.

Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

### CIRCULAR NO:062/2022-2023/B.Ed.

24.05.2023

Regina Joel

It is inform that staff meeting will be conducted tomorrow (25.05.2023) in the principal's cabin at 10.00 am. TNTEU – NSS programme will be the agenda for the meeting.

Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	89
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	A. but.
3	Mrs. A.Janaki	Asst.Prof of Biological Science	A Forl
4	Mr. C. Veeramanikandan	Asst. Prof of Commerce	C. Veren
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	Ge .
6	Mrs. D. Jothi	Asst.Prof of Physical Science	John
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	P. Mu
8	Mrs. J. Jayanthi	Asst. Prof of Education	J. Fronth
9	Mr. R. Chandra sekaran	Asst. Prof of Education	R. Chardre Sepan
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	Q. Staghi
11	Mrs. J. Sukanya	Asst. Prof of Education	J. Lucare -
12	Ms. V.Suriya	Asst. Prof of Education	1. Ann

# MINUTES OF THE MEETING HELD ON 24.05.2023

Staff Meeting was held on 24.05.2023 in the Principal's room at 10.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	do 1
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	a. H
3	Mrs. A.Janaki	Asst. Prof of Biological Science	Meles
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	Osarish -
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	Clock
6	Mrs. D. Jothi	Asst.Prof of Physical Science	Tooler
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	0100
8	Mrs. J. Jayanthi	Asst. Prof of Education	K-guight
9	Mr. R. Chandra sekaran	Asst. Prof of Education	00
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	(Mal-
11	Mrs. J. Sukanya	Asst. Prof of Education	- Contract of the Contract of
12	Ms. V.Suriya	Asst. Prof of Education	10

Minutes of the previous meeting was read & passed.

As per the instruction of TNTEU – NSS program is scheduled from 27-05-2023 to 03-06-2023. Participants for the events are requested to be prepared by the staff by today evening itself. Principal insisted for the detailed report of the program. Certificates will be issued by the TNTEU.

Meeting end up with vote of thanks.

Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

### CIRCULAR NO:063/2022-2023/B.Ed.

22.06.2023

There shall be a staff' meeting today (22.06.2023) in the principal's cabin at 11.30 am. B.Ed I semester results have been published by TNTEU on 21.06.2023. Staff are informed to publish the same to the students through notice board.

Regina Joe

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	and
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	to hung
3	Mrs. A.Janaki	Asst.Prof of Biological Science	A. Jones
4	Mr. C. Veeramanikandan	Asst. Prof of Commerce	C. green
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	CIN
6	Mrs. D. Jothi	Asst.Prof of Physical Science	John
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	L. Ruh
8	Mrs. J. Jayanthi	Asst. Prof of Education	R. chadrice to
9	Mr. R. Chandra sekaran	Asst. Prof of Education	J. Farath
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	g. gagan
11	Mrs. J. Sukanya	Asst. Prof of Education	J. Subary
12	Ms. V.Suriya	Asst. Prof of Education	V. Pur

# MINUTES OF THE MEETING HELD ON 22.06.2023

Staff Meeting was held on 22.06.2023 in the Principal's room at 11.30 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

### FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	10 0
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	21
3	Mrs. A.Janaki	Asst. Prof of Biological Science	J. H.
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	Charles
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	Culut
6	Mrs. D. Jothi	Asst.Prof of Physical Science	de d.
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	(3) ( OI )
8	Mrs. J. Jayanthi	Asst. Prof of Education	The supplied
9	Mr. R. Chandra sekaran	Asst. Prof of Education	Set -
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	100
11	Mrs. J. Sukanya	Asst. Prof of Education	appraise
12	Ms. V.Suriya	Asst. Prof of Education	100

Minutes of the previous meeting was read & passed.

Meeting started with the discussion on the results of B.Ed I Semester. Faculty members were congratulated and appreciated by principal for giving good percentage of marks.

Meeting end up with vote of thanks.

Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

### CIRCULAR NO:064/2022-2023/B.Ed.

11/07/2023

There shall be a staff meeting today (11.07.2023) in the principal's cabin at 11.30 am. IQAC submission of AQAR for NAAC accreditation will be the agenda for the meeting.

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 263

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	SA
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	A.h
3	Mrs. A.Janaki	Asst.Prof of Biological Science	A Jan
4	Mr. C. Veeramanikandan	Asst. Prof of Commerce	C. yound
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	GR
6	Mrs. D. Jothi	Asst.Prof of Physical Science	Faller
7	Miss. R. Subhalakshmi	Asst. Prof of Mathematics	P. R.M.
8	Mrs. J. Jayanthi	Asst. Prof of Education	R. chadre Sepa
9	Mr. R. Chandra sekaran	Asst. Prof of Education	J. Fayorth
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	A. 9 year
11	Mrs. J. Sukanya	Asst. Prof of Education	I Sittery.
12	Ms. V.Suriya	Asst. Prof of Education	Valley

Afy Finile

# MINUTES OF THE MEETING HELD ON 11.07.2023

Staff Meeting was held on 11.07.2023 in the Principal's room at 11.30 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Mr. S. Arunachala Perumal	Asst. Prof of History	11 1
2	Mrs. A. Nancy Rajathi	Asst. Prof of English	Jan.
3	Mrs. A.Janaki	Asst. Prof of Biological Science	O AC
4	Mr. C. Veeramanikandan	Asst. Prof Of Commerce	Afarki
5	Mrs. G. Poonguzhali	Asst. Prof of Economics	- Cheen
6	Mrs. D. Jothi	Asst.Prof of Physical Science	(Rena
7	Mrs. R. Subhalakshmi	Asst. Prof of Mathematics	a goth
8	Mrs. J. Jayanthi	Asst. Prof of Education	- Hubbert
9	Mr. R. Chandra sekaran	Asst. Prof of Education	- der
10	Mr. S.Dasaradhan	Asst. Prof of Tamil	Re
11	Mrs. J. Sukanya	Asst. Prof of Education	and the same
12	Ms. V.Suriya	Asst. Prof of Education	- Sig

Minutes of the previous meeting was read & passed.

The meeting begun with the welcome address. As the main agenda of the meeting was IQAC submission of AQAR for NAAC accreditation. Discussion on the duty allotment for AQAR was done. All staff were insisted to update the files, they were given in charge of duty.

Principal and staff members express the own views for uploading AQAR and duty list was finalised.

Meeting end up with vote of thanks.

Principal.

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

# CIRCULAR NO: 038 /2021-2022/M.Ed.

11/08/2022

75<sup>th</sup> Independence Day will be celebrated on 12<sup>th</sup> & 13<sup>th</sup> August 2022. Events and participants for the same are to be reported to the principal on or before 11.08.2022 evening 3.30PM. Exciting Prizes will be awarded to the winners. Good conduct of the programme is expected. Jai Hind.

Meeting regarding the same will be conducted on 11.08.2022. All are requested to attend the same.

Principal

Regina Joe

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate, Professor of Education	Mohau
2	Dr. J. M. Amaranatha Reddy	Professor of Education	A. old ba
3	Dr. B. Krishnaiah	Associate, Professor of Education	Re -
4	Mrs. M. Jayavardhini	Asst. Prof of Education	(E)
5	Mrs.U.Visalatchi	Asst. Prof of Education	(G) Or Manny (D)
6	Dr.J.Lizzie	Professor, of Education	-EFF
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	THE THE PERSON NAMED IN
8	Mrs.D.Jaya kumari	Asst. Prof of Education	D.Dayl :
9	Mr.A.Jayapaul	Asst. Prof of Education	No.
10	Mr.N.Mohana kannan	Asst. Prof of Education	N. M.

### MINUTES OF THE MEETING HELD ON 11.08.2022

Staff Meeting was held on 11.08.2022 in the Principal's room at 11.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

### FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	Mohay Reh
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Anto lad
3	Dr. B. Krishnaiah	Associate, Professor of Education	BY
4	Mrs. Nayavardhini	Asst. Prof of Education	(8)
5	Mrs.U.Visalatchi	Asst. Prof of Education	O DANHARON (A)
6	Dr.J.Lizzie	Professor. of Education	<b>D</b>
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	N.P.R.P-X
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Days =
9	Mr.A.Jayapaul	Asst. Prof of Education	W
10	Mr.N.Mohana kannan	Asst. Prof of Education	N. W.

Minutes of the previous meeting was read & passed.

Minutes of the previous meeting was read & passed.

As per the instructions of NCTE for the celebration of "ASADI KA AMRIT MAHOTSAV"- Completion of 75 years of Independence is scheduled to be conducted on 12<sup>th</sup> & 13<sup>th</sup> August 2022.

Events and participants for the events are requested to be prepared by the staff by today evening itself. Staff are asked to inform B.Ed. Students in internship practice. Event In charge and criteria for the events were decided then and there. Principal insisted for the detailed report of the program and photos to witness everything and the same would be sent to NCTE.

Principal asked the M.Ed –II year In-Charge to prepare the list for School Internship in Co-operative Schools. It was also asked to get the prior permission from CEO office & also from schools and the date was tentatively decided as 05/09/2022.

Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-831 243

PRINCIPAL

### CIRCULAR NO: 039 /2021-2022/M.Ed.

01.09.2022

There will be a staff meeting to be held on 01/09/2022 in the Principal's cabin at 11.00AM. Hence all the staff are expected to be punctual. Teacher's Day celebration on 5<sup>th</sup> September 2022in the Seminar Hall is to be discussed in the meeting. All Staff are invited to attend the same.

Regina Joel Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	Noher
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Amutil
3	Dr. B. Krishnaiah	Associate, Professor of Education	P6
4	Mrs.M Jayavardhini	Asst. Prof of Education	
5	Mrs.U.Visalatchi	Asst. Prof of Education	500 May 100
6	Dr.J.Lizzie	Professor. of Education	CAT !
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	88
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Defay!
9	Mr.A.Jayapaul	Asst. Prof of Education	
10	Mr.N.Mohana kannan	Asst. Prof of Education	N. N.

## MINUTES OF THE MEETING HELD ON 01/09/2022

Staff Meeting was held on 01/09/2022 in the Principal's room at 11.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

### FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	Mohawed'
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Druke Re
3	Dr. B. Krishnaiah	Associate, Professor of Education	De
4	Mrs. 📢 Jayavardhini	Asst. Prof of Education	9
5	Mrs.U.Visalatchi	Asst. Prof of Education	DO WALLEY
6	Dr.J.Lizzie	Professor, of Education	
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	H.P. P Y X
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Difort =
9	Mr.A.Jayapaul	Asst. Prof of Education	M
10	Mr.N.Mohana kannan	Asst. Prof of Education	N.M.

Minutes of the previous meeting was read & passed.

Principal initiated the meeting with feedback of Teaching Internship in various schools.

Discussion on the University Examination of M.Ed. I- Semester and M.Ed- II semester was done. Examination center was announced by the principal as Thirumurugan Arts & Science College, Thirupachur. Principal asked staff to inform students that the hall ticket would be issued just two days before the examination. Duty list was asked to prepare to visit the examination centre and the same to be followed by the staff. Staff were asked to report to college soon after the examinations.

. Discussion on the M.Ed.-III Semester Syllabus was done. Paper allotment, In-charge of records and progress of Thesis were discussed.

Discussion to enhance the admissions was also done. Staff were asked to bring admissions from Arts & Science Colleges.

PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

Penle

Principal

Legina Joe

PRINCIPAL

INCHIRA COLLEGE OF EDUCATION PANDUR, TIRUMALLUR-831 203.

# CIRCULAR NO: 040 /2021-2022/M.Ed.

02.09.2022

Field Immersion with Co-operative Schools for M.Ed II year students will commence from 05.09.2022 and extends upto 09.09.2022. Staff and Students are insisted to be prepared. Necessary instructions are to be given to students for the same.

Regina Joe)
Principal

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	Nohus
2	Dr. J. M. Amaranatha Reddy	Professor of Education	A . 01 1
3	Dr. B. Krishnaiah	Associate, Professor of Education	Dik.
4	Mrs.MJayavardhini	Asst. Prof of Education	Ch.
5	Mrs.U.Visalatchi	Asst. Prof of Education	Oa daning &
6	Dr.J.Lizzie	Professor, of Education	100
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Don't .
9	Mr.A.Jayapaul	Asst. Prof of Education	7
10	Mr.N.Mohana kannan	Asst. Prof of Education	بساور د،

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

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# MINUTES OF THE MEETING HELD ON 02.09.2022

Staff Meeting was held on 02.09.2022 in the Principal's room at 11.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

### FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	Moha R
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Mohamir
3	Dr. B. Krishnaiah	Associate, Professor of Education	194
4	Mrs. N Jayavardhini	Asst. Prof of Education	16
5	Mrs.U.Visalatchi	Asst. Prof of Education	DO CONTRACTOR
6	Dr.J.Lizzie	Professor, of Education	1 Pl
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	M.P.R.P
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Diant:
9	Mr.A.Jayapaul	Asst. Prof of Education	
10	Mr.N.Mohana kannan	Asst. Prof of Education	1,000

Minutes of the previous meeting was read & passed.

Principal initiated the meeting with a short welcome address, First agenda of the meeting was about the events and preparations of Teachers Day celebrations.

Admissions for the next academic year 2022-2023 was the next main agenda of the meeting . Ways to improve admission were discussed.

Next major discussion was about Field Immersion with cooperative schools of M.Ed.-II year students, Staff ensured that allotment of schools and CEO permission was ready to be given to students .M.Ed. class incharge intimated Madam that Field Immersion commences on 05.09.2022 and extends upto 09.09.2022.Principal asked staff to give all the instructions for the same. Meeting came to an end with a piece of vote of thanks.

PRINCIPAL

yCente

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

Regina Joe! Principal

### CIRCULAR NO: 041/2021-2022/M.Ed.

16/09/2022

This is to intimate all that Memorandam of Understanding (MOU) will be signed between Indhira College of Education & Priyadharshini Dental College & Hospital for the enhancement and progress of both the colleges on 19/09/2022. Staff Meeting will be conducted regarding the same on 16.09.2022 at 11.00AM. in the Principal's cabin along with Dental Staff. Kindly attend the meeting.

Reg 12 Joe

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	Hohou
2	Dr. J. M. Amaranatha Reddy	Professor of Education	ding la Por
3	Dr. B. Krishnaiah	Associate, Professor of Education	AK_
4	Mrs. M Jayavardhini	Asst. Prof of Education	<b>E</b>
5	Mrs.U.Visalatchi	Asst. Prof of Education	0218AM128
6	Dr.J.Lizzie	Professor. of Education	-ke
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	100
8	Mrs.D.Jaya kumari	Asst. Prof of Education	ن المولة. ١
9	Mr.A.Jayapaul	Asst. Prof of Education	Day.
10	Mr.N.Mohana kannan	Asst. Prof of Education	W.mr.

## MINUTES OF THE MEETING HELD ON 16.09.2022

Staff Meeting was held on16,09,2022 in the Principal's room at 11.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	Mohane Ros
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Breety S.
3	Dr. B. Krishnaiah	Associate. Professor of Education	Bu
4	Mrs. N Jayavardhini	Asst. Prof of Education	Q_
5	Mrs.U.Visalatchi	Asst. Prof of Education	99 Anna D
6	Dr.J.Lizzie	Professor. of Education	171
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	N.P.R.P.
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Dilay
9	Mr.A.Jayapaul	Asst. Prof of Education	OV
10	Mr.N.Mohana kannan	Asst. Prof of Education	12 000

Minutes of the previous meeting was read & passed.

Principal initiated with a good news that memorandam of Understanding would be signed between us and Priyadarshini Dental College and Hospital on 19/09/2022 to exchange the quality and standard of our college. In connection to it, PDCH have planned to conduct a workshop on NAAC which is to be held on 23/09/2022 at 1.30PM in the Dental Block. Principal informed that all staff should attend the same as we have been invited.

Mr. A. Jayapaul, programme officer, NSS of Indhira College of Education is deputed to attend the trackshop organised and conducted by TamilNadu Teachers Education University.

Further the discussion was about the debate on Heritage and Culture which is organised by Veera Raghavar Temple devotees in the name of Darshnodaya Navarathri Mahothsavarn 2022 which is to be held on 26/09/2022. Staff were instructed to make the students prepare well for the debate which is to be conducted admidst the public. Madam also wished Mrs. U. Visalatchi as she was selected as the debate judge for the same.

SPSS workshop discussion was also done. Date for the workshop was finalised as 01.10.2022.

Mr. N. Mohana Kannan was assigned to teach SPSS. Requirements to conduct the same was listed and necessary steps were discussed. Principal informed staff to instruct students to bring their laptop for the workshop. Staff cooperation was insisted for the smooth conduct of the same.

Regina Joe!

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

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### CIRCULAR NO: 046 /2021-2022/M.Ed.

14/10/2022

It is informed that staff meeting will be conducted on 14.10.2022, M.Ed. –I year Inauguration will be agenda for the meeting. All are asked to report promptly.

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PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-831 293

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	(w)
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Anna Robe
3	Dr. B. Krishnaiah	Associate, Professor of Education	Bank
4	Mrs. N Jayavardhini	Asst. Prof of Education	9_
5	Mrs.U.Visalatchi	Asst. Prof of Education	Ose
6	Dr.J.Lizzie	Professor. of Education	BE
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	82_
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Dilari.
9	Mr.A.Jayapaul	Asst. Prof of Education	(h)
10	Mr.N.Mohana kannan	Asst. Prof of Education	Ma

# MINUTES OF THE MEETING HELD ON 14.10.2022

Staff Meeting was held on 14.10.2022 in the Principal's room at 11.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	P
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Anall D.
3	Dr. B. Krishnaiah	Associate, Professor of Education	BASSEL
4	Mrs. N Jayavardhini	Asst. Prof of Education	(P)
5	Mrs.U.Visalatchi	Asst. Prof of Education	Oh -
6	Dr.J.Lizzie	Professor, of Education	At C
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	· Po
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Diank
9	Mr.A.Jayapaul	Asst. Prof of Education	No.
10	Mr.N.Mohana kannan	Asst. Prof of Education	M

Minutes of the previous meeting was read & passed.

Principal initiated the meeting with a welcome address. Congratulated the staff for the successful conduct of the SPSS workshop. Discussion on the progress of calculation and IV chapter in thesis.

Inauguration of M.Ed.- I year students was the next important topic discussed. As per TNTEU circular, 18.10.2022 was finalized. Programme chart was prepared. Duty List was finalised. Academic instruction to be given to students was planned.

Continual Affiliation work was enquired by the Principal .Percentage of work left out for the same was discussed. Staff were asked to complete the work at the earliest as the last date of submission is 31.10.2022.

PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203 Principal PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUYALLUR-631 203

### CIRCULAR NO: 053 /2021-2022/M.Ed.

12/12/2022

Ramanujar's Birthday will be celebrated in our college on 22.12.2022. Interested students can give their participation for the same. Programme is scheduled to be followed after the assembly in the Seminar hall.

Principal
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	(NO
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Amul 12
3	Dr. B. Krishnaiah	Associate. Professor of Education	Dusch
4	Mrs.№ Jayavardhini	Asst. Prof of Education	(8_
5	Mrs.U.Visalatchi	Asst. Prof of Education	0/8
6	Dr.J.Lizzie	Professor. of Education	· <del>K</del> r
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	M.P. R P
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Ditor!
9	Mr.A.Jayapaul	Asst. Prof of Education	R
10	Mr.N.Mohana kannan	Asst. Prof of Education	14.

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### MINUTES OF THE MEETING HELD ON 12.12.2022

Staff Meeting was held on 12.12.2022 in the Principal's room at 11.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	P
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Anoth Rode
3	Dr. B. Krishnaiah	Associate, Professor of Education	Abooth
4	Mrs. Jayavardhini	Asst. Prof of Education	G-
5	Mrs.U.Visalatchi	Asst. Prof of Education	084
6	Dr.J.Lizzie	Professor. of Education	755
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	80-
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Dolay :
9	Mr.A.Jayapaul	Asst. Prof of Education	M
10	Mr.N.Mohana kannan	Asst. Prof of Education	H.

Minutes of the previous meeting was read & passed.

Meeting began with a short welcome address. Discussion on the academic activities to be carried out was done.

Principal ensured whether the syllabus is being covered promptly by all the paper handling staff. It was suggested to give Assignments and home tests to have regular writing practice. Principal asked staff to prepare questions and notes for all the units covered and same to be circulated to students for their better preparations. Principal asked the staff to get ready with two topics for M.Ed. thesis for discussion. M.Ed. -II year thesis update was also enquired.

It was insisted to arrange all the original certificates and Xerox as mentioned in the TNTEU Circular for eligibility verification, as the verification would fall in the first week of January.

Christmas celebration was the next agenda of the meeting, as students requested for Christmas and New Year celebration; it was decided to conduct it on 23.12.2022. Cultural Coordinators Mrs. U.Visalatchi and Mrs. A.Nancy Rajathi was deputed for celebration. Programme schedule was also discussed. Meeting came to an end with a vote of thanks.

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

Principal

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### CIRCULAR NO: 054 /2021-2022/M.Ed.

10/01/2023

Staff meeting is planned to be conducted on 10.01.2023.

Samathuva Pongal vizha will be the main agenda of the meeting. All are requested to take part with your suggestions.

Regina Joe)
Principal
PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	(Pa)
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Anuth Red
3	Dr. B. Krishnaiah	Associate. Professor of Education	Bush
4	Mrs. A. Jayavardhini	Asst. Prof of Education	(9
5	Mrs.U.Visalatchi	Asst. Prof of Education	Ox
6	Dr.J.Lizzie	Professor. of Education	the
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	MIP.P. Prov
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Danie
9	Mr.A.Jayapaul	Asst. Prof of Education	W
10	Mr.N.Mohana kannan	Asst. Prof of Education	M

PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

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#### MINUTES OF THE MEETING HELD ON 10.01.2023

Staff Meeting was held on 10.01.2023 in the Principal's room at 11.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

#### FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	m,
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Arrett Rade
3	Dr. B. Krishnaiah	Associate. Professor of Education	Benefic
4	Mrs.N Jayavardhini	Asst. Prof of Education	4
5	Mrs.U.Visalatchi	Asst. Prof of Education	oa
6	Dr.J.Lizzie	Professor. of Education	1/25
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	Re
8	Mrs.D.Jaya kumari	Asst. Prof of Education	De Jage -
9	Mr.A.Jayapaul	Asst. Prof of Education	Mar.
10	Mr.N.Mohana kannan	Asst. Prof of Education	Mo

Minutes of the previous meeting was read & passed.

Principal greeted all staff members her New Year wishes. With same happy note, the topic moved on to Samathuva Pongal Vizha Celebration.

Principal read the circular from management about Pongal celebration and passed it on to all staff. Date of Celebration was announced to be 13.01.2023.

Principal intimated staff to collect the name list of participants willing to take part in the competitions mentioned in the management circular. Smooth and successful conduct of celebration was expected from staff and students.

It was informed that Field Immersion to Cooperative Schools of M.Ed.-I year (I- Semester) students will start from 18.01.2023 to 30.01.2023 as the CEO Permission letter would be received in a day or two .Principal asked staff to give required instructions and also to write record.

PRINCIPAL INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203 Principal PRINCIPAL

Regina Jue)

### CIRCULAR NO: 056 /2021-2022/M.Ed.

14.02.2023

It is informed that staff meeting will be conducted tomorrow (15.02.2023) in the Principal's cabin at 11 AM. M.Ed. Research proposal submission will be the agenda.

Principal

Regine Joel

PRINCIPAL. INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate, Professor of Education	(P)
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Ametho Redde
3	Dr. B. Krishnaiah	Associate. Professor of Education	Bush
4	Mrs. MJayavardhini	Asst. Prof of Education	8
5	Mrs.U.Visalatchi	Asst. Prof of Education	04
6	Dr.J.Lizzie	Professor. of Education	·he
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	88
8	Mrs.D.Jaya kumari	Asst. Prof of Education	Dogle
9	Mr.A.Jayapaul	Asst. Prof of Education	
10	Mr.N.Mohana kannan	Asst. Prof of Education	N.

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INDHIRA COLLEGE OF EUUCATION PANDUR, TIRUVALLUR-631 203

#### MINUTES OF THE MEETING HELD ON 15.02.2023

Staff Meeting was held on 15.02.2023 in the Principal's room at 11.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	(NO)
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Angle Soll
3	Dr. B. Krishnaiah	Associate. Professor of Education	About
4	Mrs. N. Jayavardhini	Asst. Prof of Education	(9)
5	Mrs.U.Visalatchi	Asst. Prof of Education	08/
6	Dr.J.Lizzie	Professor. of Education	OF OF
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	Se_
8	Mrs.D.Jaya kumari	Asst. Prof of Education	D. Forl
9	Mr.A.Jayapaul	Asst. Prof of Education	Au-
10	Mr.N.Mohana kannan	Asst. Prof of Education	Ma

Minutes of the previous meeting was read & passed.

Principal initiated the meeting with a piece of appreciation for the M.Ed. –IV Semester results published. Areas to be concentrated more to improve students' achievement further was also discussed.

It was informed that Exam fee of M.Ed. –III Semester students will be paid to TNTEU on 18/02/2023. Hence staff were insisted to make them pay immediately.

Principal informed all guides that 23.02.2023 is the last date for the submission of M.Ed. –I Semester students' Research Proposal. Staff ensured that they will complete it before 22<sup>nd</sup> March 2023.

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Principal PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

# CIRCULAR NO: 058 /2021-2022/M.Ed.

03.03.2023

Model Theory Examinations for B.Ed & M.Ed will be held from 08/03/2023 to 15/03/2023. Duty list is attached herewith for the staff for signing.

Regina Joe!

Principal

PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate. Professor of Education	(0)
2	Dr. J. M. Amaranatha Reddy	Professor of Education	2.41
3	Dr. B. Krishnaiah	Associate, Professor of Education	Blande
4	Mrs. N. Jayavardhini	Asst. Prof of Education	R
5	Mrs.U.Visalatchi	Asst. Prof of Education	039
6	Dr.J.Lizzie	Professor, of Education	thi
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	100
8	Mrs.D.Jaya kumari	Asst. Prof of Education	D. Tul-
9	Mr.A.Jayapaul	Asst. Prof of Education	-
10	Mr.N.Mohana kannan	Asst. Prof of Education	V.

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

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## MINUTES OF THE MEETING HELD ON 03/03/2023

Staff Meeting was held on '03/03/2023 in the Principal's room at 11.00 am.

MEMBERS PRESENT

CHAIR PERSON

Dr. Regina Joel

## FACULTY MEMBERS:

S.No	Name	Designation	Signature
1	Dr. Mohammad Raffi	Associate, Professor of Education	(0)
2	Dr. J. M. Amaranatha Reddy	Professor of Education	Smek Rody
3	Dr. B. Krishnaiah	Associate. Professor of Education	Almoly
4	Mrs. N Jayavardhini	Asst. Prof of Education	9
5	Mrs.U.Visalatchi	Asst. Prof of Education	03/
6	Dr.J.Lizzie	Professor. of Education	- Test
7	Mrs.M.P.Rama Priya	Asst. Prof of Education	N.P.P.
8	Mrs.D.Jaya kumari	Asst. Prof of Education	D. Torl =
9	Mr.A.Jayapaul	Asst. Prof of Education	A.
10	Mr.N.Mohana kannan	Asst. Prof of Education	H.

Minutes of the previous meeting was read & passed.

Principal beginned the meeting with an appreciation for the staff for the smooth conduct of Model Theory Examinations. Principal informed staff to submit the mark list of Model Examination by 20/03/2023 to the office.

Meeting moved on to the main agenda- Continual Affiliation of M.Ed. Discussion on the duty allotment for inspection was done. All staff were insisted to update the files they are given in charge of Duty list was finalized. Principal and staff members expressed their own views for the successful conduct of the inspection. B.Ed. Staff were also allotted duties and were asked to update their files too.

PRINCIPAL

INDHIRA COLLEGE OF EDUCATION PANDUR, TIRUVALLUR-631 203

Regina Joe)

Principal PRINCIPAL