



# **ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY**

Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai

Accredited by NAAC

ANGUCHETYPALAYAM, PANRUTI – 607 106.

## **GOVERNING COUNCIL MEETING MINUTES**

**(2023 – 2024)**



# ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichy)  
(Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai)  
(An ISO 9001 : 2015 Certified Institution)

Anguchettypalayam, Panruti - Taluk, Cuddalore District - 607106

Phone: 04142-242661, 243661. Mobile: 9442389466

Web site: [www.stannescet.ac.in](http://www.stannescet.ac.in) Email: [stannescet@gmail.com](mailto:stannescet@gmail.com)

Lr. From AICTE File No. 07/08/TN/E&T/2009/20



Ref. No. SANCET/ GC – 32/2023

Date: 09/06/2023

Respected Sister/ Sir/Madam,

It is my pleasure to invite you all to the Governing Council meeting which is to be held on 10.06.2023 to discuss about the following agenda.

Venue: Administrative Block, ST. ANNE'SANCET, Anguchettypalayam.

Date: 10.06.2023 Time: 10.00 am

## AGENDA:

1. Discussion on Annual budget
2. NAAC Accreditation process
3. Celebration of St. Anne's Feast & Independence Day
4. Orientation programme for Teaching and Non - Teaching staff
5. 1<sup>st</sup> year Inauguration & Teacher's day celebration
6. Purchase of Lab Equipment's and Computers with High Configuration, Service for UPS
7. To sign MOUs with Industry for Placement and Internship
8. Recruitment of Teaching and Non-Teaching Faculty members
9. Approval Process for 2(f) and 12(B)
10. Parents-Teachers Meeting
11. Renovation work for Auditorium and library
12. Children's day celebration
13. Inauguration of new cells and clubs
14. Motivation programme for all the students
15. Organizing Seminar, Workshop, Awareness programmes.
16. Sports day
17. Fee structure
18. Fee concession

## Members:

1. Rev. Sr. Dr. T. Nirmala, Secretary
2. Sr. Punitha Jilt, VP
3. Dr. Sr. Anita, ASP and Head/ECE, IQAC Coordinator.
4. Sr. Gnana Jency Salet Mary, AP/Mech
5. Sr. Lilly, AO
6. Dr. D. Ommurugadhasan, Prof and Head/Mech
7. Mr. V. c. Eugin Martin Raj, AP and Head/EEE
8. Dr. Z. Asmathunisa, AP and Head/CSE
9. Dr. Albert, Prof/Englis
10. Dr. C. Ramachandran, Prof/Maths, UCEV

Yours Sincerely

*R. J. J. J. J.*  
9.6.23

**Dr. R. J. J. J. J., B.E., Ph.D.,**  
**Principal,**  
**St. Anne's College of Engineering & Technology,**  
**ANGUCHETTYPALAYAM,**  
**Siravethar-(Post), Panruti-(T.k),**  
**Cuddalore-(Dist), Pin: 607 110.**



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### MINUTES OF GOVERNING COUNCIL MEETING HELD ON 10.06.2023

The Governing Council meeting started with a short prayer in the administrative building at 10.00 a.m. on 10<sup>th</sup> June 2023. The Council Members congregated and offered a warm welcome to Rev. Sr. Dr. T. Nirmala, New Secretary of the College.

The following programs and agenda were discussed in the meeting by the members of the council.

- Welcoming function has planned for the New Secretary in the month of 15<sup>th</sup> June, 2023.
- Annual budget meeting has planned to conduct on June 2023
- Plans are framed to initiate NAAC / NBA process from the month of August, 2023.
- St. Anne's Feast has to be celebrated 26<sup>th</sup> July 2023.
- 75<sup>th</sup> Independence Day need to be celebrated in the month of August, 2023.
- Members of the committee decided to purchase various Lab equipment's and service.
- Teacher's day has planned to celebrated in the month of 5<sup>th</sup> September, 2023.
- First year Inaugural has to be planned in the month of November 2023.
- Placements and Internships of our students has planned to sign in MOUs with various Industries.
- Motivation programme on win your weakness has planned on 5<sup>th</sup> December 2023.
- Teaching and Non-teaching staff has to be appointed for S & H and CSE departments.
- Submission of 2(f) form in the month of November 2<sup>nd</sup> week 2023.
- Children's day has to be organized to exhibit the extraordinary talents of our students.
- To create better atmosphere renovation work has planned from the month of December, 2023.
- For the Quality Assistances IQAC, EDC, Women Grievance cell, and Eco Club has planned to inaugurated in the month of August 2023

The Meeting came to an end at 12.00 noon.

#### Members:

S. No.	Name	Designation	Signature
1	Rev. Sr. Dr. T. Nirmala, Secretary	Member	
2	Sr. Punitha Jilt, VP	Member	
3	Dr. Sr. Anita, ASP and Head/ECE, IQAC Coordinator.	Member	
4	Sr. Gnana Jency Salet Mary, AP/Mech	Member	
5	Sr. Lilly, AO	Member	
6	Dr. D. Ommurugadhasan, Prof and Head/Mech	Member	
7	Mr. V. c. Eugin Martin Raj, AP and Head/EEE	Member	
8	Dr. Z. Asmathunisa, AP and Head/CSE	Member	
9	Dr. Albert, Prof/English	Member	
10	Dr. C. Ramachandran, Prof/Maths, UCEV.	Member	

*R. Aravindan*  
10.6.23

Dr. R. ARAVINDAN, M.E., Ph.D.,  
Principal,  
St. Anne's College of Engineering & Technology.



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Ref. No. SANCET/GC – 33/2024

Date: 08/01/2024

Respected Sir/Sister/Madam,

It is my pleasure to invite you all to the Governing Council meeting which is to be held on 16.01.2024 to discuss about the following agenda.

Venue: Administrative Block, ST.ANNE'SCET, Anguchettypalayam

Date: 16.01.2024 Time: 10.00 am

## AGENDA:

1. Compile and submit even semester lab requirements
2. Science day celebration
3. Organizing National Conference
4. Staff and students to enroll in NPTEL SWAYAM
5. Increase the first year admission
6. Recruit staff for computer Science.

## Members:

1. Rev. Sr. Dr. T. Nirmala, Secretary
2. Sr. Punitha jilt, VP
3. Dr. Sr. Anitha, ASP and Head/ECE, IQAC Coordinator
4. Sr. Guana Jency Salete Mary, Ap/Mech
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9. Dr. Albert, Prof/English
10. Dr.C.Ramachandran, Prof/Maths, UCEV

  
Yours Sincerely

**Dr.R.AROKIADASS, M.E., Ph.D.,**  
Principal,  
St.Anne's College of Engineering & Technology,  
**ANGUCHETTYPALAYAM,**  
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### MINUTS OF GOVERNING COUNCIL MEETING HELD IN 16.01.2024


The Governing Council meeting started with a short prayer in the administrative building at 10.00 am on 16<sup>th</sup> JANUARY 2024. The Council Members congregated and offered a warm welcome to Rev. Sr. Dr .T. Nirmala, New Secretary of the college.

The following programs and agenda were discussed in the meeting by the members of the council

- The lab coordinators for each department provided a detailed list of required equipment and materials for the upcoming even semester.
- The committee discussed potential themes, activities, and guest speakers for the Science Day celebration.
- The national conference date and venue were discussed.
- The importance of NPTEL SWAYAM courses for enhancing skills and knowledge was highlighted.
- Various strategies to boost first-year admissions were discussed, including outreach programs, school visits.
- The urgent need for additional staff in the Computer Science department was recognized.

#### Members:

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