

CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS) TRICHY-18
INFRASTRUCTURE MAINTENANCE COMMITTEE MEETING (2023-24)

CIRCULAR

Date : 08/09/2023

To : Members of Infrastructure Maintenance Committee

Sub: Infrastructure Maintenance Committee on 11/09/2023

This is to inform the Members of Infrastructure Maintenance Committee to be present in the **Rameshwari Nallusamy Hall** on **11th September, 2023** for the **Odd Semester Meeting**.

The Meeting will begin at 11.00 am sharp.

CATEGORY	NO	DESIGNATION
Principal	1	Dr.V.Sujatha
Vice-Principals	2	Dr.S.Ramalakshmi Dr.S.Shameem
Office	1	Manager
Director of Physical Education	1	Dr.B.BabyShakila
B Block	16	
Ground Floor		Dr.R.MerlinPackiam
First Floor		Dr.M.Parveen
Second Floor		Dr.P.Pungayee@Amirtham
Third Floor		Dr.B.Thamilmaraiselvi
C Block		Dr.G.Maheswari
Ground Floor		Dr.R.Rameshwari
First Floor		Dr.S.Jayashree Agarwal

V. Sujatha

Second Floor		Dr.G.Mettilda Buvaneswari
Third Floor		
D Block		
Ground Floor		Dr.S.Premalatha
First Floor		Ms.S.Pommi
Second Floor		Dr.S.Sudha
Third Floor		Dr.J.Tamilselvi
E Block		
First Floor		Dr.A.R.Gomathi
Second Floor		Dr.A.Yasodha
Third Floor		Dr.N.Subha
Auditorium		Mr.P.Guhanraj
Student Representatives	3	College Student Union President College Student Union Secretary College Student Union Treasurer

CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS), TRICHY -18
INFRASTRUCTURE MAINTENANCE COMMITTEE MEETING (2023-24)

DATE: 11/09/2023 TIME:11.00 AM

MEMBERS PRESENT

MEMBERS	DESIGNATION	SIGNATURE
Principal	Dr. V.Sujatha	<i>V. Sujatha</i>
Vice-Principals	Dr.S.Ramalakshmi Dr.S.Shameem	<i>S. Ramalakshmi</i> <i>S. Shameem</i>
Office	Manager	<i>[Signature]</i>
Director of Physical Education	Dr.B.BabyShakila	<i>B. Baby Shakila</i>
Head,Dept of CA	Dr.R.MerlinPackiam	<i>R. Merlin Packiam</i>
Head,Dept of IT	Dr.M.Parveen	<i>M. Parveen</i>
Head,Dept of Chemistry	Dr.P.Pungayee@Amirtham	<i>P. Pungayee</i>
Head,Dept of MB	Dr.B.Thamilmaraiselvi	<i>B. Thamilmaraiselvi</i>
Head,Dept of Physics	Dr.G.Maheswari	<i>G. Maheswari</i>
Head,Dept of Bio Tech	Dr.R.Rameshwari	<i>R. Rameshwari</i>
Head,Dept of English	Dr.S.Jayashree Agarwal	<i>S. Jayashree Agarwal</i>
Head,Dept of SW	Dr.G.Mettilda Buvaneshwari	<i>G. Mettilda Buvaneshwari</i>
Head,Dept of Maths	Dr.S.Premalatha	<i>S. Premalatha</i>
Librarian	Ms.S.Pommi	<i>S. Pommi</i>
Head Incharge of PG Comm.	Dr.S.Sudha	<i>S. Sudha</i>
Head,Dept of BBA	Dr.J.Tamilselvi	<i>J. Tamilselvi</i>
Associate Prof. Dept of Tamil	Dr.A.R.Gomathi	<i>A.R. Gomathi</i>
Associate Prof.Dept of Tamil	Dr.A.Yasodha	<i>A. Yasodha</i>
Associate Prof.Dept of Tamil	Dr.N.Subha	<i>N. Subha</i>
Cultural In charge	Mr.P.Guhanraj	<i>P. Guhanraj</i>
Student Representatives	College Student Union President College Student Union Secretary College Student Union Treasurer	<i>[Signature]</i> <i>G. [Signature]</i> <i>S. Swetha</i> <i>C. Viji</i>

V. Sujatha

**CAUVERY COLLEGE FOR WOMEN(AUTONOMOUS) TRICHY-18
INFRASTRUCTURE MAINTENANCE COMMITTEE MEETING (2023-2024)**

AGENDA

Date : 08/09/2023

To : Members of Infrastructure Maintenance Committee

Sub: Infrastructure Maintenance Committee on 11/09/2023

This is to inform the Members of Infrastructure Maintenance Committee to be present in the Rameshwari Nallusamy Hall on 11th September, 2023 for the Odd Semester Meeting.

The meeting will begin sharp at 11.00 am.

Purpose of the meeting is to discuss and ensure that

- 1.Maintenance of the grievance register in all the departments.
- 2.The overall register as maintained by the Director of Physical Education Dr.B.Baby Shakila
- 3.Reporting of the the HOD's/ Floor In charges monitoring various floors and venues assigned.
4. Reporting/ Maintainence of the AOE Lab, Language Lab and the NET Lab by
Dr.S.JayashreeAgarwal, Dr.P.Urmila and Dr.Parveen respectively.
5. Any other relevant matter with the permission of the Chair (Updation of the Room Allotments).

Infrastructure Maintenance Committee

Report of the Meeting

The Members of the Infrastructure Maintenance Committee met on 12.9.2023 at 11am at the Rameshwari Nallusamy Hall. The Principal, Dr. V. Sujatha chaired the meet with all the designated members. The Periodical monitoring of the various Labs (AOE Lab, Language Lab, Computer Labs) was reported by the respective In-charges and the files were checked. The Floor In-charges of the various blocks reported the action taken through their reports.

The Students Grievance regarding the water facility was addressed and appropriate action was taken. The students reported that the Toilet facilities are adequate and well maintained. The College Student Union Executive Representatives through the Departmental Representatives have briefed the students not to litter the campus with plastic papers and other waste. They reinforced that our campus is Plastic Free.

The Principal re-emphasized that the repair works in labs should be completed with sufficient follow up action and record maintenance. The Physical Director updated the members with the Inventory of the Infrastructural facilities of the entire college and submitted the Overall Maintenance Record Register.



V. Sujatha
Principal
Cauvery College For Women
(Autonomous)
Annamalai Nagar,
Tiruchirappalli - 620 018.
Tamilnadu.

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CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS) TRICHY-18
INFRASTRUCTURE MAINTENANCE COMMITTEE MEETING (2023-24)

CIRCULAR

Date: 28/03/2024

To: Members of Infrastructure Maintenance Committee

Sub: Infrastructure Maintenance Committee on 30/03/2024

This is to inform the Members of Infrastructure Maintenance Committee to be present in the **KRT Hall** on **30th March 2024** for the **Even Semester Meeting**.

The Meeting will begin at 2.00 pm sharp.

CATEGORY	NO	DESIGNATION
Principal	1	Dr.V.Sujatha
Vice-Principals	2	Dr.S.Ramalakshmi Dr.S.Shameem
Office	1	Manager
Director of Physical Education	1	Dr.B.BabyShakila
B Block	16	
Ground Floor		Dr.R.MerlinPackiam
First Floor		Dr.M.Parveen
Second Floor		Dr.P.Pungayee@Amirtham
Third Floor		Dr.B.Thamilmaraiselvi
C Block		Dr.G.Maheswari
Ground Floor		Dr.R.Rameshwari
First Floor		Dr.S.Jayashree Agarwal
Second Floor		Dr.G.Mettilda Buvaneswari
Third Floor		

D Block		Dr.S.Premalatha
Ground Floor		
First Floor		Ms.S.Pommi
Second Floor		Dr.S.Sudha
Third Floor		Dr.J.Tamilselvi
E Block		Dr.A.R.Gomathi
First Floor		
Second Floor		Dr.A.Yasodha
Third Floor		Dr.N.Subha
Auditorium		Mr.P.Guhanraj
Student Representatives	3	College Student Union President College Student Union Secretary College Student Union Treasurer

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30.3.24

CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS) TRICHY-18
INFRASTRUCTURE MAINTENANCE COMMITTEE MEETING (2023-24)

AGENDA

Date : 30/03/2024

To : Members of Infrastructure Maintenance Committee

Sub: Infrastructure Maintenance Committee on 30/03/2024

This is to inform the Members of Infrastructure Maintenance Committee to be present in the KRT Hall on 30th March 2024 for the Even Semester Meeting.

The meeting will begin sharp at 2.00 pm.

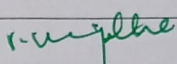
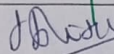
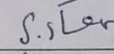
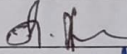
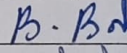
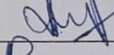
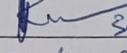
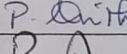
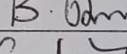
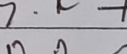
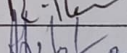
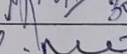
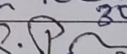

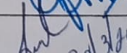
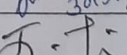
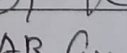
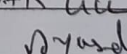
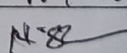
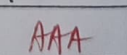
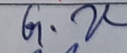
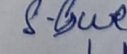
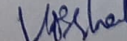

Purpose of the meeting is to discuss and ensure that

- 1.Maintenance & Updating of the grievance register in all the departments.
- 2.The overall register as maintained by the Director of Physical Education Dr.B.Baby Shakila
- 3.Reporting of the HOD's/ Floor In charges monitoring various floors and venues assigned.
4. Reporting/ Maintenance of the AOE Lab, Language Lab and the NET Lab by Dr.S.Jayashree Agarwal, Dr.P.Urmila and Dr.Parveen respectively.
5. Any other relevant matter with the permission of the Chair (Updating of the Room Allotments).

CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS) TRICHY-18
INFRASTRUCTURE MAINTENANCE COMMITTEE MEETING (2023-24)

DATE: 30/03/2024 TIME: 2.00 PM

MEMBERS PRESENT

MEMBERS	DESIGNATION	SIGNATURE
Principal	Dr.V.Sujatha	
Vice-Principals	Dr.S.Ramalakshmi Dr.S.Shameem	 
Office	Manager	
Director of Physical Education	Dr.B.BabyShakila	
Head,Dept of CA	Dr.R.MerlinPackiam	
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Head,Dept of English	Dr.S.Jayashree Agarwal	
Head,Dept of SW	Dr.G.Mettilda Buvaneswari	
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Librarian	Ms.S.Pommi	
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Cultural In charge	Mr.P.Guhanraj	
Student Representatives	College Student Union President College Student Union Secretary College Student Union Treasurer	  

CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS) TRICHY-18
INFRASTRUCTURE MAINTENANCE COMMITTEE MEETING (2023-24)

Infrastructure Maintenance Committee

Report of the Meeting

The Members of the Infrastructure Maintenance Committee met on 30.03.2024 at 2 pm at the KRT Hall. The Principal, Dr. V.Sujatha chaired the meet with all the designated members. The Periodical monitoring of the various Labs (AOE Lab, Language Lab, Computer Labs) was reported by the respective in charges and the files were checked. The Floor In charges of the various blocks reported the action taken through their reports.

The Students Grievance regarding the R.O water facility in the D Block was addressed and appropriate action was taken. The students reported that the Toilet facilities are adequate and well maintained. The College Student Union Executive Representatives through the Departmental Representatives have briefed the students not to litter the campus with plastic papers and other waste. They reinforced that our campus is Plastic Free.

The Principal re-emphasized that the repair works in labs should be completed with sufficient follow up action and record maintenance. The Physical Director updated the members with the Inventory of the Infrastructural facilities of the entire college and rescheduling of rooms was also informed and she also submitted the Overall Maintenance Record Register.



V. Sujatha
30.3.24
Principal
Cauvery College For Women
(Autonomous)
Annamalai Nagar,
Tiruchirappalli - 620 018,
Tamilnadu.