



CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS)
Nationally Accredited (III cycle) with 'A' Grade by NAAC
ISO 9001:2015 Certified
TRICHY- 620018

PLANNING AND EVALUATION COMMITTEE

Circular No: 11

Date : 13.10.2024

To : The members of Planning and Evaluation committee

Sub : Planning and Evaluation Meeting on 14.10.2024 at 12.30 p.m

This is to inform the Members of the *Planning and Evaluation Committee* to be present in Principal's Chamber on 14th October 2024. The meeting will begin sharp at 12.30 p.m.



V. Vijatha
Chairman & The Principal
Cauvery College For Women
(Autonomous)
Annamalai Nagar,
Tiruchirappalli - 620 018
Tamilnadu.

Agenda:

1. Confirmation of the minutes of the previous meeting and evaluation of actions taken
2. Scheduling of the ISO internal audit
3. Academic plan for the even semester 2024-25
4. Scheduling of the end semester examination timetable
5. Evaluation of semester results



CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS)
Nationally Accredited (III cycle) with 'A' Grade by NAAC
ISO 9001:2015 Certified
TRICHY- 620018

PLANNING AND EVALUATION COMMITTEE

Minutes of the Planning and Evaluation Meeting

The Planning and Evaluation Committee Meeting, Cauvery College for Women (Autonomous), Tiruchirappalli was conducted on 14.10. 2024 at 12.30 P.M in Principal's Chamber

The following members were present:

1. Dr. V. Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Mr.S.Gopal, President, College Governing Council, CCW(A)
3. Mr. V.Ramanathan @ Sekar, Secretary, College Governing Council, CCW(A)
4. Mr. R. Saranath, Treasurer, College Governing Council, CCW(A)
5. Dr .V. Sinthu Janita Prakash, Dean of Science & Coordinator, IQAC, CCW(A)
6. Ms.V. Ramya, Controller of Examinations, CCW(A)
7. Dr. S. Ramalakshmi, Vice Principal, CCW(A)
8. Dr. S. Jeyabharathi, Associate Professor, Dept of. Microbiology, CCW(A)
9. Dr. R. Gayathri, Associate Professor, Dept of. Physics, CCW(A)

Agenda:

1. Confirmation of the minutes of the previous meeting and evaluation of actions taken
2. Scheduling of the ISO internal audit
3. Academic plan for the even semester 2024-25
4. Scheduling of the end semester examination timetable
5. Evaluation of semester results

The meeting began with Chairman of Planning and evaluation Dr. Mrs. V. Sujatha, Principal extending a warm welcome to all the members.

The member of the Committee Dr. R. Gayathri brought forth the items in the agenda and the member have discussed and the following resolutions were taken.



CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS)

Nationally Accredited (III cycle) with 'A' Grade by NAAC

ISO 9001:2015 Certified

TRICHY- 620018

PLANNING AND EVALUATION COMMITTEE

Resolution 1: Confirmation of the Minutes of the Previous Meeting held on 28.03.2024 and the Review of the Action Taken Report of the Previous Meeting

Dr. R.Gayathri, Member of Planning and Evaluation committee, CCW(A), presented the Minutes of the Meeting and the Action Taken Report of the meeting held on 28.03.2024 and was confirmed by the members present in the meeting.

Resolution 2: Scheduling of the ISO internal audit

During the meeting, the timing for conducting the ISO audit was discussed. It was noted that the audit is typically held at the end of each semester, covering both odd and even semesters. Additionally, the upcoming audit will focus on the past five years and is scheduled for October 2024.

Resolution 3: Academic plan for the even semester 2024-25

The academic plan for the even semester was discussed during the meeting. Key points included the college reopening date and the schedule for internal examinations, both of which were reviewed and finalized.

Resolution 4: Scheduling of the end semester examination timetable

In the meeting, the dates for the end semester examinations were finalized, and the complete timetable was prepared. Additionally, discussions were held regarding the issuance of hall tickets and the reopening date for the next semester, based on the conclusion of the examinations. All aspects were thoroughly reviewed and confirmed.

Resolution 5: Evaluation of semester results

During the meeting, the committee reviewed the evaluation process for the odd semester of 2024-25, including the schedule for central valuations and the expected timeline for completing the assessments. The Controller of Examinations highlighted the importance of timely result declaration and discussed the optimal period for conducting central valuations, followed by the prompt release of results.



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



CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS)
Nationally Accredited (III cycle) with 'A' Grade by NAAC
ISO 9001:2015 Certified
TRICHY- 620018

PLANNING AND EVALUATION COMMITTEE

Date : 14.10.2024

Composition	Members	Signature
Chairman	Dr. V.Sujatha Principal	<i>V. Sujatha</i>
Management	Mr.S.Gopal, President, College Governing Council	<i>S. Gopal</i>
	Mr. V.Ramanathan @ Sekar Secretary, College Governing Council	<i>V. Ramanathan</i>
	Mr.R.Saranath Treasurer, College Governing Council	<i>R. Saranath</i>
IQAC Coordinator	Dr.V.Sinthu Janita Prakash, Dean of Science, Dept. of Computer Science	<i>Sinthu Prakash</i> 14/10/24
Faculty Members	Mrs.V.Ramya , Controllor of Examinations	<i>Ramya</i> 14/10/24
	Dr.S.Ramalakshmi, Vice Principal, Dept. of Tamil	<i>S. Ramalakshmi</i> 14/10/24
	Dr.S.Jeyabharathi, Dept of Microbiology	<i>S. Jeyabharathi</i> 14/10/2024
	Dr.R.Gayathri, Dept of Physics	<i>R. Gayathri</i> 14/10/24