



THIAGARAJAR COLLEGE OF ENGINEERING
(A Govt Aided ISO 9001-2008 certified Autonomous Institution affiliated to Anna University)

No. TCE/CC/2016/ 1/543

26.09.2016

To

The Chairman, TCE

Respected Sir,

Sub : Constitution of Internal Committee members for
Counseling Cell in TCE - reg

As per the direction of UGC, it is proposed to constitute
Internal Committee for Counseling Cell in our college. The internal committee shall
consist of the following members:

Faculty:

- | | |
|-----------------------|-------------------|
| 1. Dr.C.Muruganantham | - Convenor |
| 2. Dr.A.P.Pushpalatha | - Secretary |
| 3. Mrs.S.Sujitha | - Joint Secretary |
| 4. Dr. R.Vasuki | - Member |
| 5. Dr.S.Rajaram | - Member |
| 6. Dr.D.Anitha | - Member |

Students:

- | | |
|----------------------------------|------------|
| 1. I.Leando - M.E (Mechatronics) | - I Year |
| 2. C.P.Minnal Punnagai - MCA | - I Year |
| 3. A.Elakkyia - BE (ECE) | - III Year |
| 4. T.K.Jeganbabu - B.Tech (IT) | - III Year |
| 5. Balaji MP - B.E(Mechanical) | - I Year |
| 6. Amirtha Varshini. P - B.Arch | - II Year |

Expert Counselor : **Prof.G. Gurubharathy** - Consultant,
MS Chellamuthu Trust and Research Foundation,
Madurai.

Doctor (Psychiatrist): **Dr. Vikhram Ramasubramanian,**
Consultant, Psychiatrist, Ahana Hospitals,
Madurai.

Clinical Psychologist: **Dr.R.Selvi,**
Clinical Psychologist
MS Chellamuthu Trust and Research Foundation, Madurai.

Roles & Responsibilities of the Committee:

- The cell will counsel the students atleast twice in a month in tutorial groups about the problems of adolescents and also will guide them in new phase of life.
- The cell will meet immediately if there is an urgent matter relating to adolescents and redress the problem.

Tenure of the committee:

- The Convenor and every member of the committee shall hold office not exceeding three years.

In this connection, we solicit your permission to constitute the committee with the above said members.

S. I. C. 26/9/16
Principal i/c

for



THIAGARAJAR COLLEGE OF ENGINEERING
(Govt Aided ISO 9001-2008 certified Autonomous Institution affiliated to Anna University)
Counseling Cell

No.TCE/CC/2018/

Date : 25.09.2018

To

The Principal, TCE .
Dear Sir,

Sub: Requisition of change of the internal committee members
in the Counseling Cell -reg

The following faculty and students are included as a member in
the internal committee of Counseling Cell for the academic year
2018 onwards.

Faculty : Dr. M.Nirmala Devi, IT Department

Students: 1. Siva – II Year BE(EEE)

2. S.A.Hariharan – III Year BE(ECE)

3. R.Krishmaveni Shri – I Year ME(PS)

4. J.A.Jobila -III Year BE(Civil)

5. G.L.Sankara Subramaniyan – I Year B.Tech(IT)

The membership of the following students have been removed from
the list due to the completion of their course.

Students:

1. I.Leando – ME(Mechatronics)

2. A.Elakiya- BE(ECE)

3. T.K.Jegan Babu – B.Tech(IT).

Kindly permit to include the above names in the internal
committee.

S. IC
Dean (students)

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THIAGARAJAR COLLEGE OF ENGINEERING
(A Govt Aided ISO 9001-2008 certified Autonomous Institution affiliated to Anna University)
Counselling Cell

Lr No./Dean (Students)/CC/ 2018/

CIRCULAR

26.09.2018

All the internal committee members (Staff & Students) of Counseling Cell of Thiagarajar College of Engineering are requested to attend the meeting to be held on 27.09.2018 (Thursday) at 11.00 a.m. in Dean (Stud) office room.

Faculty:

1. Dr.C.Muruganantham
2. Dr.A.P.Pushpalatha
3. Mrs.S.Sujitha
4. Dr.R.Vasuki
5. Dr.S.Rajaram
6. Dr.D.Anitha
7. Nirmala Devi - M.

- Convenor *[Signature]*
- Secretary *A.P. Pushpalatha*
- Joint Secretary
- Member *R.V.*
- Member *[Signature]*
- Member *[Signature]*
- Member *[Signature]*

External Experts:

1. Prof. Gurudharathy (M.S.Chellamuthu Trust & Research Foundation, Madurai.)
2. Dr.Kannan

Students:

1. Siva S - II Year EEE *S. Siva*
2. C.P.Murali Punnagai - MCA III Year
3. S.A.Haritharan (ECE) - III Year *Haritharan*
4. R.Krishnavenishri - ME I Year PS *R.Krishna*
5. Balaji MF - B.E(Mechanical) - III Year
6. Anitha Varshini. P - B.Arch - IV Year
7. A.A.Jithin III Year Civil *[Signature]*
8. G.L. Sankar Subramanyam - I Year *[Signature]*

Prints to be discussed:

1. SOP related with Questionnaire for I year UG & PG, Tutor ward System and Counseling Activities.
2. Any other Matter

[Signature]
Convenor



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Counseling Cell

Minutes of the Meeting

Date: 27 September 2018 (Thursday)

Time: 11.00 a.m

Venue: Dean (Students) Office room.

Attended by:

S.No	Name & Designation	Role
1.	Dr.C.Muruganantham, Professor, Dept of Mechanical Engg.	Convener
2.	Prof. G.Gurubharathy, M.S.Chellamuthu Trust & Research Foundation, Madurai.	Professional Counselor
3.	Dr. R.Vasuki, Prof & HOD, Dept of Physics.	Member, CC
4.	Dr.K.Selvi, Associate Professor, Dept of EEE, Associate Dean – CC	Special invitee for CC meet
5.	Dr.A.P.Pushpalatha, Associate Professor, Dept. of Maths.	Secretary
6.	Dr.G.Jothilakshmi, Associate Professor, Dept. of Maths.	Special invitee for CC meet
7.	Dr.D.Anitha, Assistant Prof, Dept. of MCA.	Member,CC
8.	Mrs.M.Nirmala Devi, Assistant Prof, Dept. of CSE.	Member,CC
9.	Siva.S - II Year EEE	Student Nominee
10.	S.A.Hariharan (ECE) III Year	Student Nominee
11.	R.Krishnavenishri ME I Year PS	Student Nominee
12.	J.A.Jobila III Year Civil	Student Nominee
13.	G.L.Sankara Subramaniyan I Year B.E IT	Student Nominee



II. Agenda and Notes

1. SOP related with Questionnaire for UG & PG students of all years.
2. Tutor- Ward System and Counseling Activities.
3. Any other related matter suggested by CC members.

Points Discussed:

- Failure rate of students is 20% upto IV SEMESTER in UG.
- Students Attendance for remedial classes is poor.
 - Reasons for poor attendance:
 - (1) Lack of interest.
 - (2) Less exposure to practical sessions.
 - (3) Distractions.
 - (4) Fear of the subject.
- Preventive action for failure rate.
 - (1) Promoting learning strategies.
 - (2) Orientation program during the beginning of every academic year.
 - (3) Building the level of hope of students.
 - (4) Faculty expertise to be built on identifying counseling needy students.

III. The following resolutions were made in the meeting:

- 18:01** Mentoring skill courses for faculty will be organized.
- 18:02** Empowering mentors to assess & interpret student's self esteem, hope level, psychological well being through Tutor-Ward system.
- 18:03** Self appraisal of students in CAMU/ Google form/ Hard copy at the end of each Internal Assessment.



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IV.Action Plan

S.No.	Description	Responsibility
1.	Conducting faculty empowering programmes for assessing students' psychological well beingness.	Secretary-CC
2.	Implementing Questionnaire session for UG & PG students of all years through Tutor - Ward system	All Dept.HODs
3.	Monitoring and measurement of its effectiveness.	Secretary-CC

Prepared by


Dr.A.P.Pushpalatha

Secretary-CC

Approved by


Dr.C.Muruganantham

Convener-CC



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INTERNAL COMMITTEE MEETING

Minutes

Date : 27.09.2018





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