



**Annai College of Arts & Science**  
Quality Education for Today & Tomorrow  
Kovilacheri, Kumbakonam, 612 503, Ph: 0435 2453007  
Accredited by NAAC with 'B' Grade & Recognized by UGC under Section 2(f) & 12(B)  
Affiliated to Bharathidasan University, Tiruchirappalli. E-Mail: acadmn@gmail.com

Meeting Conducted for the Academic Year 2018-2019 was held on 13.06.2018

Agenda:

The Composition of members are

1. Principal      2. Vice Principals      3. HOD      4. Faculty

Minutes of the Meeting:

1. The Students Counselling Cell discussed about the Composition of Members for the academic year 2018-2019.
2. The Students Counselling Cell discussed about the Role and Responsibility of the members
3. Principals's role is to take action on the students issues discussed in the counselling.
4. Vice Principals roll is to take decision on the issues discussed.
5. The roll of the co-ordinator's is to discuss about the students issues and record and report it to the Principal.

**LIST OF COMPOSITION OF MEMBERS**

S.NO	FACULTY NAME	DESIGNATION
1.	Dr.S.P.Manicka Vasugi	Principal
2.	Mr.S.Elanchezhiyan	Vice-Principal
3.	Mr.K.Raja	Vice-Principal
4.	Dr.J.Loyola Peeris	HOD, Dept of Tamil
5.	Mrs.S.H.Thahira	Asst.Prof of English

Signature of the Co-ordinator

(Student Counselling Cell)

(J.LOYOLA PEERIS)

*S.H.Thahira*  
(S.H.THAHIRA)

Approved by the

PRINCIPAL

*(S.P.Manicka Vasugi)*  
(DR.S.P.MANICKA VASUGI)

Principal

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