



NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras

Re-accredited by NAAC with 'B' Grade

Academic year: 2023 – 2024 (Even Semester)

Student Development Cell

Meeting Report: Class Representative Meeting on Leadership

Date: 30/1/2024

Time: 1:00 pm TO 2:00 pm

Venue: Classroom

I. Introduction:

The Class Representative meeting on leadership was held on 20/1/2023. The purpose of the meeting was to discuss and promote the importance of leadership skills among class representatives and explore ways to enhance leadership qualities within the class.

II. Attendance:

The meeting was attended by 58 class representatives. The presence of representatives from various academic backgrounds provided diverse perspectives on the topic.

III. Opening Remarks:

The meeting began with a welcome address by the Ms. Mohana Priya-III B.Com (SDC Member), who emphasized the significance of effective leadership in providing a positive learning environment. The need for collaborative efforts among class representatives to lead by example and inspire their peers was highlighted.

IV. Guest Speaker Presentation:

A guest speaker, Dr. E. Mary Angeline, Principal, Nazareth College of Arts and Science, was invited to share insights on leadership. The speaker discussed key attributes of effective leaders, including communication skills, empathy, decision-making, and the ability to motivate others. Practical examples were used to illustrate these qualities, making the presentation engaging and relatable.

V. Action Plan:

The meeting concluded with the development of an action plan to implement the insights gained from the discussion. Key action items included:



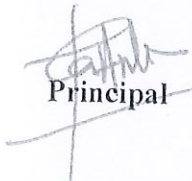
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Principal
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Vellanoor Post, Avadi, Chennai-600062.

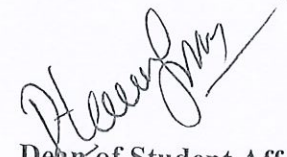
- Establishing a mentorship program where experienced class representatives can guide newer members.
- Creating a platform for ongoing communication and collaboration among class representatives to share ideas and resources.

VI. Closing Remarks:

The Ms. Anne Angel-III BA (SDC Secretary) thanked everyone for their active participation and encouraged class representatives to embrace the leadership role with enthusiasm. She expressed optimism about the positive impact that enhanced leadership skills could have on the class as a whole.

Overall, the Class Representative meeting on leadership served as a valuable forum for learning, sharing, and collaboration, fostering a sense of unity and empowerment among the class representatives.


Principal


Dean of Student Affairs




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PARETNTS TEACHERS MEETING REPORT

The Student Development Cell organized "Parents Teachers Meeting" in association with IQAC, from 25.10.2023 to 27.10.2023 between 2.00 pm to 3.00 pm for all the departments. The heads of the department greeted the parents. The common instructions were given to the parents which includes the College Timing, Proper Dress Codes, Haircuts, Mobile Prohibition inside the college campus, Attendance Percentage to attend the University Examinations etc.. After the common orientation session they were sent to the concerned class in charges to know uniqueness of their ward. Parents and teachers engaged in fruitful discussions about the academic progress, attendance, and overall performance of the students.

Class in charges specifically informed the parents about their ward's late coming, lack of attendance, Dress Code and Haircut issues. They also informed them of the involvement of academic activities of their ward. Profile cards and SFP cards were brought to the notice of the parents so that they would know the academic performance of their wards. The Department received their current address and Phone number with their names for the evidence of their presence. Students' parents/ guardians attended the meeting. It was a great interaction between the class - in - charge and the parents for the development of their children. They discussed both the strengths and areas of improvement in the meeting. Feedback regarding their studies, health and performance were discussed with their parents. Parents were instructed not to delay payment of semester fees and exam fees. Feedback was collected from the parents.

One to One interaction took place between parents/ guardians and class teachers were so helpful to improve the performance of the student.




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SNo	Department	Class	No of parents attended
1.	Computer Science	I B.SC CS A	42
		I B.SC CS B	20
		II B.SC CS A	34
		II B.SC CS B	16
		III B.SC CS	35
2.	Business Administration	I BBA	17
		II BBA	25
		III BBA	26
3.	Commerce	I B.COM A	6
		I B.COM B	11
		I B.COM C	12
		II B.COM A	17
		II B.COM B	22
		II B.COM C	13
		II B.COM D	10
		III B.COM A	18
		III B.COM B	26
		III B.COM C	12
		II B.COM S-II	
4.	English	I BA	15
		II BA	13
		III BA	7
5.	Vis Com	I B.SC VIS COM	2
		II B.SC VIS COM	7
		III B.SC VIS COM	-
6.	Social Work	I BSW	2
		II BSW	5
		III BSW	3
7.	Maths	III B.SC M	5
8.	Computer Applications	I BCA A	10
		I BCA B	17
		II BCA A	11
		II BCA B	21
		III BCA A	0
		III BCA B	0
9.	Corporate Secretaryship	I B.COM CS	12
		II B.COM CS	6
		III B.COM CS	7
10.	Commerce	II M.COM	6
11.	English	II MA	2
12.	Social Work	II MSW	1
13.	Computer Science	II M.SC CS	4
Total			516

Signature of Principal

Signature of Student Affairs



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PG ORIENTATION REPORT

Nazareth College of Arts and Science conducted an orientation for PG students October 5, 2023. Ms.E.Mano Ranjitham, Vice Principal, Dean of Academics and Head, Department of Computer Science welcomed the gathering. Dr.E.Mary Angeline, Principal, Nazareth College of Arts and Science addressed the gathering and introduced all the Deans, Heads, Admin staff members of the College to the parents and students. She also notified the rankings of the college in all the academic divisions. Then the college video was played about the activities and events of the college. It was an encouraging video for the fresher. Ms.K.Alamelu, Dean of IQAC elaborated on the rule and regulations of the college to the students and parents in detail. A total of 40 students and their parents participated in the program. Finally, Dr.M.Thyagaraj, Dean of Examinations proposed a vote of thanks.

SIGNATURE OF PRINCIPAL

DEAN OF STUDENT AFFAIRS



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TEACHERS DAY REPORT

Introduction:

Teacher's Day is celebrated every year in our college to honor and appreciate the dedication, hard work, and invaluable contributions of our faculty members. It is a day when students express their gratitude and respect towards their teachers. This year, Teacher's Day was celebrated with great enthusiasm, and various events were organized to make it a memorable day.

Inaugural Ceremony:

The day began with an inaugural ceremony. Mr. Ebenezar of II M.Sc, advisor of the student development cell welcomed the gathering. Mr. Vairam Venkatesh of I BCA A and Ms. Of I BA conveyed the importance of teachers in our lives and expressed our sincere gratitude for their tireless efforts.

Chief Guests Address:

Mr. **Dr.M.Sivarajan**, (Rtd) Principal Pachaiappa's College for Men & Mar Gregorious College of Arts & Science Senate Member-(Elected)-University of Madras. He spoke on the importance of the education to the students and he also elaborated on the responsibilities of the teachers to the society.

Cultural Performances:

One of the highlights of the day was the cultural program organized by cultural committee and student development cell. Various cultural programmes were conducted by students to entertain and honor the teachers. The performances showcased the talents of our students and left the audience delighted.

Student-Faculty Interactions:

A special session was organized for students and teachers to interact in an informal setting. This provided an opportunity for students to get to know their teachers better and for teachers to understand their students' perspectives. It was a valuable experience for both students and faculty members.



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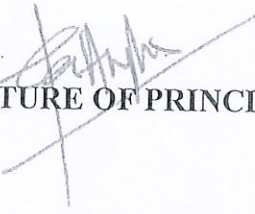
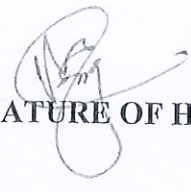
Teacher Felicitation:

In recognition of their dedicated service, teachers were felicitated with small tokens of gifts.

Lunch and Refreshments:

A special lunch was arranged for the faculty members, and refreshments were provided for all attendees. Teachers relaxed and enjoyed delicious food in a convivial atmosphere.

Teacher's Day celebration was a resounding success. It was a day filled with warmth, respect, and gratitude for our teachers, who play a pivotal role in shaping our futures.


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The Student Development Cell conducted the Student Council Member -Selection on 9th and 10th August 2023. Fifteen students were contested for the selection from the various departments. The candidates were nominated by the heads of the departments with various criterias. Ms.R.Kaviyarasi, Dean of Student Affairs & Assistant Professor; Department of Computer Science prepared the assessment sheet and conducted the selection process. In the selection the student introduced themselves and elaborated their potential as a student council member contestant. Assessments were made Dr E.Mary Angeline, Principal, Ms.E.Mano Ranjitham, Vice Principal & Head Department of Computer Science and Ms.K.Alamelu, IQAC Coordinator and Head Department of Mathematics based on the different criterias like strength, weakness, extracurricular, communication and academic performance. Finally 8 members were shortlisted.

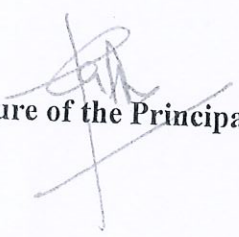
S.No	Department	Name of the student	Class	Student Council Position
1	MSW	Ms.Annamal P	II MSW	Advisors
2	MSC CS	Mr.Ebenezar P	II MSC CS	
3	Mathematics	Mr. Mohammed Sohail Shariff	III B.Sc Maths	President
4	English	Ms.Anne Angel R	III BA	Secretary
5	B.SC CS	Mr.Sanjay Kumar H	III B.SC CS	Treasurer
6	B.COM	Ms.Mohanapriya S	III B.COM B	Members
7	BCA	Ms.Divya.M	III BCA A	
8	BBA	Ms.Rithika J	III BBA	




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Signature of the Dean of Student Affairs




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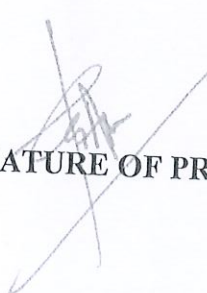


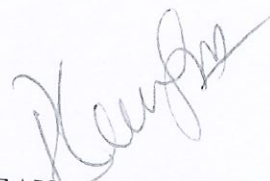
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PARENT & FRESHER'S ORIENTATION DAY REPORT

The Nazareth College of Arts and Science conducted Parent's and Fresher's Orientation Day on July 06, 2023. Dr.M.Thyagaraj, Dean of Examination welcomed the gathering. Dr.E.Mary Angeline, Principal, Nazareth College of Arts and Science addressed the gathering and introduced all the Deans, Heads, Admin staff members of the College to the parents and students. She also notified the rankings of the college in all the academic divisions. Then the college video was played about the activities and events of the college. It was an encouraging video for the fresher. Ms.E.Mano Ranjitham, Vice Principal, Dean of Academics elaborated the rule and regulations of the college to the students and parents in detail. Representation from Zenda (Scholarship App) explained about the App and announced about the zero percent education loan to the parents for the smooth paying of college fees. A total of 430 students and their parents participated in the program. Finally, Ms.K.Alamelu, Dean of IQAC proposed vote of thanks.


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