Dr. Mahalingam College of Engineering and Technology  
Pollachi 642 003

Ref: MCET/IQCAC/149/SAC/2023-24 
Date: 12.07.2023

**CIRCULAR**

Sub: Re-Constitution of Students Activity Cell – Reg.

**Ref: MCET/IQCAC/859/SAC/2022-23, Dt. 02.01.2023**

With reference to the Office Order cited above, the Student Activity Cell is re-constituted with the following faculty members from the academic year 2023-24 onwards until further orders

<table>
<thead>
<tr>
<th>S.No</th>
<th>Name and Designation</th>
<th>Position</th>
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<tbody>
<tr>
<td>1.</td>
<td>Dr. P. Govindasamy, Principal</td>
<td>Chairman</td>
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<td>2.</td>
<td>Dr. L. Chitra Associate Professor/ EEE &amp; HoD – S&amp;H</td>
<td>Member</td>
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<td>3.</td>
<td>Mr. S. Gnanakumar Assistant Professor / Mech</td>
<td>Member</td>
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<td>4.</td>
<td>Mr. M. Sudharsanan Assistant Professor / Civil</td>
<td>Member</td>
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<td>5.</td>
<td>Mrs. K. C. Raja Rajeshwari Assistant Professor / ECE</td>
<td>Member</td>
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<td>6.</td>
<td>Dr. S. Ponni@Sathy Assistant Professor (SG)/ IT</td>
<td>Member</td>
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<tr>
<td>7.</td>
<td>Mr. C. Radhakrishnan, Assistant Professor (SS)/ MCR</td>
<td>Member-Secretary</td>
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</tbody>
</table>

**Functions of Curricular, Co-curricular and Extra-curricular activities:**

- To support students induction program activities and UHV-I related activities
- To suggest and organize various cultural activities to be organized in an academic year.
- Plan and organize various activities on behalf of NSS/NCC and encourage students/ staff to participate in NSS, NCC, Blood donation camps, Flood relief camp etc.,
- To prepare sports calendar and an action plan to implement the same.
- To suggest the methods which encourage students and faculty to utilize sports and games facilities available in the college.
- To take up the responsibility of preparing the budget estimate, requirement of infrastructure and equipment, maintaining the equipment and play fields.
- Selection of teams to represent the college in inter-collegiate tournaments and also the intramural tournaments.
- To prepare the details of attendance exemption to be given to the students representing college in various sports and games.
- To increase the cordial relations between students and faculty by organizing exhibition games between the teams of students and faculty wherever possible.

**Meetings:** Two meetings per year.

**Role of Member Secretary**

Further, the Member Secretary of the committee is requested to follow up the activities of the Student Activity Cell and submit the periodical report to the Chairman of the committee.

To: The above members
Copy to: All Head of the Departments/Section In-charges
Copy to: CHRO, Deans, HR Office, Central Office, MCET Office, IQAC
Copy submitted to the Secretary for kind information

[Signature]
Principal