

ETHIRAJ COLLEGE FOR WOMEN (Autonomous)

Chennai – 600 008

Affiliated to the University of Madras
College with Potential for Excellence
Re-accredited with A+ Grade by NAAC



6.1.2. Decentralization and Participative Management

Staff Duties Allocation

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S.NO	Portfolio	2021-22	
1	Staff Council Secretary	Dr. Adeline Albert	French
2	Staff Secretary	Ms. T. Vennila Sri	English
3	Discipline Committee	Ms Jasmine	History & TTM
4	Environment Club	Dr. S. Kavitha	PBPB
5	Tea Committee	Dr. Uma	Physics
6	Union Advisory	Dr Deeparani	AZB
7		Dr Sentamilselvi	Tamil
8	College Bus	Mrs Premila	Librarian
10	Sports Committee	Ms Sumithra Bai	AZB
11	Book Store	Ms Noornissa Begum	AZB
12	Staff Reserve Fund	Mrs Mani Mozhi	PBPB
13	Noon Meals Scheme	Dr SunilaShyam	Economics
14	IQAC Members	M LathaKumari	English
15		Dr. N. Lavanya	Hindi
16		Dr. G .Gohulavani	Chemistry
17		Mrs. C. Jayashree	Economics
18	PTA Joint Secretary	Mrs Mani Mozhi	PBPB
19	Indian Music / Fine Arts	Dr.SudhaParimala	Chemistry
		Dr Sri Vidya	Hindi
20	OSA Secretary	Dr Padmini	English
21	OSA Treasurer	Dr Mohanasundari	AZB

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22	UGC	Mrs Vijayalakshmi	Chemistry
23		Mrs Leelavathy	Economics
24	Stationery	Ms M Madhavi	AZB
25		Dr M Vanitha	Tamil
26	MTC Bus	Dr P Thilagavathi	Chemistry
27		Dr Indra	History & TTM
28	NCC	Capt. Shanthini R	Economics
29	NSS	Dr A Kavitha	English
30		Dr Nirmala	Tamil
31	YRC	Dr Praveena	English
32	Canteen Committee	Dr D B Usharani	Economics
33		Dr Mohanasundari	AZB
34		Dr SunilaShyam	Economics
35	Library Committee	Dr. D. B.Usharani(VP Aided)	Economics
36		Mrs.Manimozhi	PBPB
37		Dr Malika	Tamil
38	Website Committee	Mrs Beulah	Corp Sec
39	Finance Secretary (COE Office)	Dr.V.Shanthi	Corp Sec
40	Magazine In-charge	Department of English	
41	Media In-charge	C Vijiyalakshmi	Corp Sec
42	College Day Prize	Viscom & HRDE	
43	College Day Logistics	Journalism	
44	Sports Day Prizes	A & F	
45	Sports Day Logistics	Maths with CA - SS	
46	Academic Council Secretary	Mrs Manimozhi	PBPB
47	Dean of Students	Dr Punithavathy	English
48	Dean of Research	Dr. S. Uma Gowrie	PBPB

S. Manimozhi
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49	Dean of Academics	Dr. J. Mangayarkarasi	English
50	Academic Council University	Mrs.Manimozhi	PBPB
51	Representative	Dr V Shanthi (from Jan 22)	Corp Sec
52	COE	Dr. Maya	History & TTM
53	Director of Women Studies	Dr. P. Padmini	English
54	Certificate Course In-charge	Dr S Uma Gowrie	PBPB
55	M.Phil Co-ordinator	Dr. S. Uma Gowrie	PBPB
56	Orientation	Biochemistry - SS	
57	E-Cell	Ms Annapoorni	Commerce
58	Admission Committee	Dr D B Usharani – VP (Aided)	Economics
59		Mrs.Manimozhi	PBPB
60		Dr. V. Shanthi	Corp Sec
61	Admission Sub Committee	Mrs.P.Anandhi	AZB
62		Dr A.S.Saranya	Commerce
63		Mrs Leelavathy	Chemistry

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