

**ROLES AND RESPONSIBILITY-FACULTYWISE - 2020-2021 (EVEN SEMESTER)**

<b>1. Dr.S.M.KANNAN, Professor &amp; HOD</b>	
Academic schedule	Infrastructure requirement proposal
Accreditation	Professional society activities (IEEE/ISTE/IE)
AICTE Handbook	Program coordination committee
Anna University regulations	Proposals to Principal
Curriculum and syllabus	Quality assessment of TLP
Department Advisory committee	Establishment
Research Co-Ordinator	
<b>2. Dr.S.VENKATESAN, Professor</b>	
Accreditation	AICTE Handbook
Anna University regulations	Best outgoing students-committee
Coaching Classes – GATE / TANCET	Compliance Report – AICTE/AU
Curriculum and syllabus	Department Advisory committee
Disciplinary Committee	Infrastructure requirement proposal
Ph.D. registration, course work.	Professional society activities (IEEE/ISTE/IE)
Project Coordinator (B.E.)	Project contest, innovative projects
Program coordination committee	Project laboratory
Research and Development laboratory	Research and development/ funding proposal
Training and Placement	Quality assessment of TLP
Civil Maintenance	Class Coordinator VIII B
Finance committee	Quality Circle: PE
Academic coordinators (AC) – VIII-B	Course outcomes, mapping, attainment calculation
<b>3. Dr.K.GNANAMBAL, Professor</b>	
Accreditation	AICTE Handbook
Anna University regulations	Best outgoing students-committee
Curriculum and syllabus	Department Advisory committee
Disciplinary Committee	Faculty Meeting
Infrastructure requirement proposal	Ph.D. registration, course work.
Quality assessment of TLP	Quality Circle: ARD
Research and development/ funding proposal	Research Co-Ordinator
NAAC - C2	Program coordination committee
<b>4. Dr.S.PARTHASARATHY, Professor</b>	
Consultancy	Corporate and Social Responsibility
Department Advisory committee	IERIG
IIPC	Industry Institute Interaction
MOU	Patent
<b>5. Dr.S.VENKATA NARAYANAN, Professor</b>	
Corporate and Social Responsibility	Department Advisory committee
Energy audit	Industry Institute Interaction
MADITSSIA	MOU
Patent	Professional society activities (IEEE/ISTE/IE)
Consultancy	Educational Fair
Program coordination committee	
<b>6. A.MARIMUTHU, ASP 1</b>	
Association (ELITE)	Control, Measurement and instrumentation lab
Program assessment committee	Project Coordinator (M.E.)
Attendance cum assessment record collection	Budget
Content beyond syllabus delivery details	Course file collection
ISO	Magazine
Parents survey	Parents –Teachers meeting
Supporting staff survey	NAAC – C4- SPOC
College facility feedback (Students Satisfaction survey)	Grievance redressal
Internal test	Students feedback on faculty
Faculty self appraisal, internal customer feedback, QC report	

<b>7. Dr.P.LOGANTHURAI, ASP 1</b>	
Association (ELITE)	ISO
Attendance cum assessment record collection	MADITSSIA
Best outgoing students-committee	Magazine
Budget	Parents survey
College facility feedback (Students Satisfaction survey)	Parents –Teachers meeting
Corporate and Social Responsibility	Supporting staff survey
Content beyond syllabus delivery details	NAAC – C4- SPOC
Disciplinary Committee	Energy audit
Electrical Machines Laboratory	Grievance redressal
Electrical Maintenance	Students feedback on faculty
Internal test	Course file collection
Faculty self appraisal, internal customer feedback, QC report	Program assessment committee
<b>8. Dr.M.JEGADEESAN, ASP 1</b>	
Civil Maintenance	NAAC – C7- SPOC
Class Coordinator VIII A	Disciplinary Committee
GATE/TANCET data	Graduate exit survey
Higher studies data	Imprest Amount Collection and settlement
Power System Simulation Laboratory– II	Practical Examination schedule
Project Coordinator (B.E.)	Project contest, innovative projects
Project laboratory	Quality Circle: PE
Training and Placement	Renewable Energy Systems Laboratory
Budget	Program coordination committee
Academic coordinators (AC) – VIII-A	Controller of Examinations(CoE) correspondence
Course outcomes, mapping, attainment calculation	Web portal entry-IV Year
<b>9. Dr.C.VIMALARANI, ASP 1</b>	
AICTE Handbook-proposals	Conference paper collection
Finance committee	Journal paper collection
Quality Circle: ARD	NAAC – C3
<b>10. Dr.S.MANO HARAN, AP (Sr.Gr.)</b>	
Alumni data & survey collection	Employer survey (feedback)
IPC, EDC CELL	Web portal entry- I&II ME PSE
NSS	Power System Simulation Laboratory –III
Result Analysis – Anna University-PG	Budget
NI Labview	Bulletin
Academic coordinators (AC) – I,II-M.E	Class Coordinators – I,II-M.E
Course outcomes, mapping, attainment calculation	Furniture
Project Coordinator (M.E.)	
<b>11. Dr.M.GANESHKUMARI, AP (Sr.Gr.)</b>	
Class Coordinator VI	NAAC – C6- SPOC
Cultural and literal Committee	Certificate collection-staff
Organized Event consolidation	FDP –certificate, document collection
Guest Lecture/expert talk	Power Electronics laboratory
Web portal entry- III Year	Symposium
College facility feedback (Students Satisfaction survey)	Industrial Visit
Value added courses	NPTEL
Academic coordinators (AC) – VI	Course outcomes, mapping, attainment calculation
Quality Circle: QE	Bridge Course
<b>12. M.JEYAMURUGAN, AP (Sr.Gr.)</b>	
Academic coordinators (AC) - IV	Best outgoing students-committee
Biodata-faculty	Biodata-supporting staff
Budget	Class Coordinator IV
Coaching Classes – GATE / TANCET	Web portal entry-II Year
Compliance Report – AICTE/AU	Power Electronics laboratory
Program coordination committee	Time Table / Workload
NAAC – C2-SPOC	Course outcomes, mapping, attainment calculation
Faculty Meeting	Quality Circle: SG
Bridge Course	

<b>13. M.BALAMURUGAN, AP</b>	
Electrical Machines Laboratory Imprest Amount Collection and settlement NAAC – C7	Furniture Practical Examination schedule Educational Fair
<b>14. T.GOPU, AP</b>	
Certificate collection-students & staff Inplant training, Internship Microprocessor laboratory TI NAAC – C1- SPOC Guest Lecture/expert talk Industrial Visit	Co curricular and extra curricular activities Internal test Newsletter(College) Budget Organized Event consolidation FDP –certificate, document collection Result Analysis – Class test/CIT
<b>15. R.JEYAPANDI PRATHAP, AP</b>	
Biodata-faculty Library Newsletter(Dept) Time Table / Workload Journal paper collection Control, Measurement and instrumentation lab IDCA Controller of Examinations(CoE) correspondence	Biodata-supporting staff NAAC – C1-SPOC Quality Circle: SG Spoken Tutorial Conference paper collection IIPC Symposium
<b>16. N.VIMAL RADHA VIGNESH, AP</b>	
Alumni data & survey collection Bridge Course Graduate exit survey IPC, EDC CELL PEO assessment Program coordination committee Project contest, innovative projects Quality Circle: PE Power System Simulation Laboratory –I Inplant training, Internship NAAC – C5- SPOC Co curricular and extra curricular activities	Budget GATE/TANCET data Higher studies data Program assessment committee PO, PSO assessment Project Coordinator (B.E.) Project laboratory Training and Placement Web portal entry-IV Year Renewable Energy Systems Laboratory Certificate collection-students Employer survey (feedback)
<b>17.A.MANOJ, AP</b>	
Microprocessor laboratory PO, PSO assessment Training and Placement TI Cultural and literal Committee	Program assessment committee Result Analysis – Anna University: UG Value added courses NAAC – C5- SPOC
<b>18. R.SRIDEVI, AP</b>	
Alumni data & survey collection Consultancy Library PEO assessment NPTEL NAAC – C3 Patent	Budget Electric Circuits Laboratory Professional society activities (IEEE/ISTE/IE) Quality Circle: QE& ARD Spoken Tutorial AICTE Handbook – Proposal Ph.D. registration, course work.
<b>19. R.THANGASANKARAN, AP</b>	
Academic coordinators (AC) – II Course outcomes, mapping, attainment calculation	Class Coordinator-II Web portal entry-I Year