

6.2.2 Recruitment

Board Meeting

VIDHYA SAGAR CHARITABLE TRUST
Registered Office: No.94 Old M.C. Road Old Washermanpet
Chennai - 600 021.

Board Meeting held on 05.11.2015 with Management Members

1. Minutes of meeting held with HOD's & Staff regarding NAAC has been submitted by Arts Principal. Principal entrusted the responsibilities to the HOD for NAAC inspection copy of which has been enclosed. A list of requirement for NAAC has also been forwarded to AO(G) for submitting completion report.
2. **Cancer Research & Organic Farming:** Matter has been deferred due to university examination.
3. **Long Absentees:** Total 20 students are long absentees. Principal submitted the list earmarking the name of the students/highlighted. Necessary instructions and circulars have been issued to the relevant students.
4. November month programme all has been postponed to 2nd week of December due to university examination.
5. Book Shelves for library is still pending. The already existing book shelves will be repaired. If repairing is not possible new open type book shelves will be ordered after Principal gives the requirement.
6. **Computer In Library:** Installation of Computer with internet will be completed within this week as promised by FC.
7. Staff's who are coming on Saturday shouldn't be allowed to bring their children with them. Management requested Arts principal to issue a circular regarding this to the staff members.
8. **Smart Board:** Smart Board quotation received for Rs.75000 each and management approved to install immediately. Software updating will be done by College IT teams. One to be fixed in MCA Block and the other 2 will be fixed in arts block. The location will be identified by the IT team before installation.

9. FC suggested installing permanent projector in Third Floor Arts auditorium and B.Ed. auditorium. Work will be completed by FC after repairing the Old Projectors.
10. **Staff Requirement for next semester:** Arts principal has reported vacancy for Maths – 1, BBA & Commerce – 3, Physics – 1. Total 5nos of replacement needed.
11. Exist interview will be conducted in Future.
12. 20th December 2015 will be the installation of CMS bust. The students council chairman has to give a 3 to 5 minutes report about the institution with PPT presentation (with audio & video combination) and also a profile to be prepared simultaneously. One Mime will be performed by Arts & Science Students and Welcome dance by School Students. comparing for the programme will be done by School Boys
13. Students will be collecting donation for the leprosy home.
14. Coupons will be prepared immediately. Arts Principal has taken the responsibility. The students collection target is Rs.10 lakhs.



Director

10

Arts principal

Workload



VIDHYA SAGAR WOMEN'S COLLEGE
Accredited at "A" Grade by NAAC
DEPARTMENT OF MATHEMATICS
ODD SEMESTER WORK LOAD: 2019 - 2020

YEAR	SEMESTER	SUBJECTS	MAJOR DEPT. HOURS	OTHER DEPT. HOURS	TOTAL HOURS
I B.SC MATHS (A+B)	I SEM	LANGUAGE	-	6	6
		ENGLISH	-	6	6
		ALGEBRA	10	-	10
		TRIGONOMETRIC	10	-	10
		CALCULUS OF FINITE DIFFERENCE AND NUMERICAL ANALYSIS-I	12	-	12
		NME	4	-	4
		TOTAL	36	12	48
II B.SC MATHS (A+B)	III SEM	LANGUAGE		6	6
		ENGLISH		6	6
		INTEGRAL CALCULUS	10	-	10
		DIFFERENTIAL EQUATIONS	10	-	10
		MATHEMATICAL STATISTICS-I	12	-	12
		SOFT SKILL	2	-	2
		EVS	2	-	2
		TOTAL	36	12	48
III B.SC MATHS (A+B)	V SEM	ALGEBRAIC STRUCTURE-I	12	-	12
		REAL ANALYSIS - I	12	-	12
		DYNAMICS	12	-	12
		DISCRETE MATHEMATICS	12	-	12
		PROGRAMMING IN 'C'		12	12
		TOTAL	48	12	60
I M.SC MATHS	I SEM	ALGEBRA-I	6	-	6
		REAL ANALYSIS- I	6	-	6
		O.D.E	6	-	6
		GRAPH THEORY	6	-	6
		FUZZY SETS	6	-	6
		TOTAL	30	-	30
II M.SC MATHS	III SEM	COMPLEX ANALYSIS	5	-	5
		TOPOLOGY	5	-	5
		OPERATION RESEARCH	5	-	5
		MECHANICS	5	-	5
		NUMBER THEORY	6	-	6
		JAVA		4	4
		TOTAL	26	4	30

MAJOR DEPARTMENT TOTAL HOURS = 36+36+48+30+26


Total = 176

AVAILABLE STAFF: 15

REQUIRED STAFF: 1

S.NO	NAME OF THE STAFF	HOURS
1	B.KALPANA	16
2	R.RENUKA DEVI	18
3	J.JANSI RANI	18
4	K.KALAIMATHI	18
5	S.RADHA	17
6	G.DINESH KUMAR	18
7	R.VENKATESHWARI	18
8	B.SUDHA	18
9	M.RAJESWARI	18
10	J.SUGANTHI	19
11	T. EZHIL	19
12	B.DEEPA	19
13	R.NAGAPRIYA	19
14	R.MANICKESWARI	19
15	P.GAYATHRI	19
16	NEW STAFF	19
TOTAL		292

- Our staff named MRS R. VAISHNAVI is going to resign her job due to her Pregnancy.


SIGNATURE OF THE HOD
VIDHYA SAGAR WOMEN'S COLLEGE
Accredited at "A" Grade by NAAC
VEDANARAYANAPURAM - 603 111
CHENGALPATTU



vidhya sagar
WOMEN'S COLLEGE
(Affiliated to University of Madras)
Accredited at 'A' Grade by NAAC
Chengalpattu - 603 111
hr@vswc.in
87540 48032

Requires
**H.O.D. &
ASST. PROFESSORS**
for Tamil, English, Maths,
Physics, Chemistry, Comp. Sci.,
Business Admin., Commerce,
Physical Education,
Family Resource Management,
Interior Design & Decor
Qualification
PG with M.Phil / Ph.D / SLET/
NET (As per the Norms of
University of Madras) Attractive
Salary for Meritorious
& Experienced Candidates with
Free Transportation.
Apply with Photo

www.vidhyasagar.in

Recruitment Form



vidhya sagar

WOMEN'S COLLEGE

Affiliated to University of Madras

GST Road, Vedanarayanapuram, Chennai- 603 111

Phone No.8754048030 Website:www.vidhyasagar.in

RESUME

1. Name :
2. Date of Birth & Age :
3. Marital Status : Married / Unmarried
4. If Married give details of spouse :
Name :
Working at :
Designation :
5. Father's Particulars :
Name :
Working at :
Designation :
6. Children (with age) : Male: _____ Female: _____
7. Residence Address :

Location: _____ Phone: _____ Email: _____

Post Applied for: _____ Teacher

8. Religion :

Educational & Professional Qualifications: (From High School)

Sl. No.	Qualification	Major Subject	Board/University	Year of Passing	Class	% of Marks
1						
2						
3						
4						
5						
6						

9. Working Experience:

Sl. No.	Institution	Designation	Subjects Taught	Classes handled	Duration in Years
1					
2					
3					
4					
5					
6					
7					

10. Other Skills (Music, Singing, Games, Instruments, Computers, Sports etc.,) :
11. Details of Computer Course, if any :
12. Known Languages :
13. What is the reason for shifting the job? :
14. Current Salary :
15. Expected Salary :
16. Two References (with Designation & Address) :

1)

2)

Date:

Sign of the Candidate

1. Please tell me about yourself and why do you think that you are suitable for the job?
(in 100 words)



vidhya sagar

WOMEN'S COLLEGE

Affiliated to University of Madras

Chengalpattu- 603 111

ACKNOWLEDGEMENT FORM

To

Date:

Dear Mr./Ms. _____,

We have received the following certificates in ORIGINAL for the ready reference and they are kept in safe custody in our Office.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.

Thanks.

Above mentioned certificates are submitted.

Sign of the candidate.

PRINCIPAL

Date: _____,