

## PROFILE OF THE FACULTY



1. Name, Address & email : **R.Meenambigai**  
1B, Ayodhya, Sai Brindavan Apts.,  
Ramakrishna Nagar 2<sup>nd</sup> street,  
Adambakkam, Chennai - 600088  
[rmeenambigai@gmail.com](mailto:rmeenambigai@gmail.com)
2. Designation & School : **Assistant Professor**  
**School of Continuing Education**
3. Subject Specialization : **Mechanical Engineering & Management Studies**
4. **Educational Qualification :**

S.No.	Examination Passed	Name of the Board/ University	Year of Passing	Subject
1	B.E.	Madurai Kamaraj University	2001	Mechanical
2	MBA	Tamil Nadu Open University	2010	Production
3	M.Tech.	SRM University	2014	Computer Aided Design
4	PGDDE	Indira Gandhi National Open University	2012	Distance Education

### 5. Fellowship/Award

S.No.	Name	Institution	Purpose of Award	Year
1	France India Heritage Award	Gavoti Foundation, France	For outstanding contribution in the area of admitting rural women under equivalence and continuing education Programmes of Tamil Nadu Open University	2004

2	Loyola Institute of Vocational Education(LIVE) Award	LIVE and Loyola College, Chennai	Empowering Skills Development for the Poor - offering Vocational Education Programmes through Community Colleges in School of Continuing Education, Tamil Nadu Open University	2005
3	Vivekotia Montessori Award	Vivekotia Foundation, Chennai	For offering Early Childhood care and Education Programmes in School of Continuing Education of Tamil Nadu Open University	2007
4	Rank holder	Madurai Kamaraj University	University 10 <sup>th</sup> Rank in B.E. Mechanical Engineering	2001
5	Gold Medalist	SRM University	University First Rank in M.Tech. Computer Aided Design.	2014

#### 6. Teaching Experience

S.No	Name of Employer	Designation	Period of Employment	
			From	To
1	Tamil Nadu Open University	Lecturer, School of Continuing Education	18.11.04	15.05.06
2	Tamil Nadu Open University	Lecturer/ Assistant Professor, School of Continuing Education	16.05.06	Till date

#### 7. Administrative Experience

S.No.	Positions held	Name of the Institutions	Duration		Year of Experience
			From	To	
1	Estate Works i/c	Tamil Nadu Open University	03.01.2017	13.08.2019	2.5
2	Director i/c, CIQA	Tamil Nadu Open University	14.08.2019	19.01.2020	0.5

3	Coordinator i/c, TNOU Constituent Community College, Villupuram	Tamil Nadu Open University	23.02.2020	15.12.2021	1.5
4	Regional Director i/c, TNOU Regional Centre, Viluppuram	Tamil Nadu Open University	26.03.2021	15.12.2021	0.5
5	Assistant Director i/c, CIQA	Tamil Nadu Open University	16.12.2021	Till date	-
6	Coordinator i/c, TNOU Constituent Community College, Chennai	Tamil Nadu Open University	02.01.2023	Till date	-

## 8. Books, Articles and Research Publications and Presentations

### a) Articles published – Regional

S. No.	Title	Journal/ Magazine	Year	Page No
1.	Technical and Vocational Education and Training: Need in India	SVNC Research Journal	2015	Vol- 9, December 2015, Pp. 77 to 80

### b) Research Papers in Journals (National & International)

S. No.	Title of the Paper	Journal	Month & Year	Vol. (Issue), Pages	Impact Factor/ H index/i10
1.	Employability Skills in Higher Education Sector in India	Handbook of Research on Science Education and University Outreach as a Tool for Regional Development	July, 2017	IGI Global, USA. ISSN:2326-9022, EISSN:2326- 9030, Pp.70-76	

2.	Teaching and Learning using Technology	Shanlax International Journal of Education	February 2018	Volume 6, Special Issue 1, ISSN: 2320-2653, pp. 94-100	Impact factor: 3.008
3.	Women Empowerment through allowing Access and Distance Education	International Journal of Research in IT and Management	December 2018	Volume 8, Issue 12, ISSN: 2349-6517, EISSN: 2231-4334, PP.19-24	Impact factor: 6.505
4.	Factors stirring organizational ought among university faculties in Chennai -A basic comparison modeling equation	Journal of Emerging Technologies and Innovative Research – An International Open Access Journal	June, 2019	Volume 6, Issue 6, ISSN-2349-5162, PP.253-260	Impact factor: 5.87
5.	A Preliminary Study on the Penetration of Private Insurance Companies in Chennai City Towards Middle Income Group	International Journal of Advanced Research	October, 2020	Volume 8, ISSN 2320-5407, PP.702 - 722	Impact factor: 7.08
6.	The COVID-19 Pandemic: An Impact of Media and its Position	Turkish Online Journal of Qualitative Inquiry	July, 2021	Volume 12, Issue 6, ISSN 1309-6591, PP. 5379-5383	Scopus Indexed
7.	Employability Skills in Higher Education Sector in India (Re-published)	Research Anthology on Business and Technical Education in the Information Era	2021	IGI Global, USA, Pages 1165-1172 ISBN10: 1799853454 EISBN: 9781799853466	

8.	An Assessment on Green Human Resource Management & its Practices	Shodhasamhita : Journal of Fundamental & Comparative Research	July 2022	Vol. VIII, No. 1(XXXIII) : 2022 Pg. 185-196, ISSN: 2277-7067	UGC Care
9.	A Study on Investment Behaviour of Working Women	Emerging Innovation in Social Sciences – Weser Books	July 2022	ISBN: 978-3-96492-398-1, Pg. 69-74	German Publications

**c) Full paper in Conference/Seminar Proceedings**

S.No.	Title with page no's	Details of Publications	ISSN/ ISBN No.
1	Empowerment of Women through Vocational Training	International Conference on Empowerment of Women Through Adult Education, Vol- 1, September 2007, Pg No. 57 to 58	-
2	Vocational Education thru ODL - A case study of Tamil Nadu Open University	Symbiosis International Conference(SIC) on Open and Distance Learning (ODL) – e content CD	-
3	Job Shop Scheduling Using Bee Colony Opimization (BCO) Algorithm	International Conference on Computational Intelligence and Advanced Manufacturing Research, VELS University, Chennai, Vol- 1, May 2014, Pg No.47 to 53	ISBN 978-81-924031-7-5
4	Skill Training and its Challenges in offering through ODL	International Conference on ODL for Sustainable Development in Agriculture, Vol- 1, November 2016, Pg No. 394 to398	ISBN 978-93-84234-843
5	An Overview on the Problems of Distance Learning – An Historical and Systems Perspective	National Conference on Technology Enabled Learning: Challenges and Strategies, November, 2019	
6	A Preliminary study on the middle income group seekers and Strivers	5th International Conference-Economic Growth and Sustainable Development: Emerging Trends, November, 2019	-

## 9. National/International Conferences

### a) Participation in International Conferences/Seminars/Symposia/Workshop

S.No.	Name of the event	Place & dates	Attended/Title of paper presented
1.	Two day International Conference on Empowerment of Women Through Adult Education	Smt. Chandibai Himathlal Mansukhani College, Ulhasnagar, Pune District, Maharashtra State, (29/09/2007 to 30/09/2007)	Empowerment of Women through Vocational Training
2.	Three day "Symbiosis International Conference(SIC) on Open and Distance Learning (ODL)"	Symbiosis Centre for Distance Learning (SCDL), Pune, Maharashtra State, India (21/02/2011 to 23/02/2011)	Vocational Education thru ODL - A case study of Tamil Nadu Open University
3.	Two day International Conference on Computational Intelligence and Advanced Manufacturing Research	VELS University, Vel Nagar, Jamin Pallavaram, Chennai, India (02-05-2014 to 03-05-2014)	Job Shop Scheduling Using Bee Colony Optimization (BCO) Algorithm
4.	Two day International Conference on ODL for Sustainable Development in Agriculture	Directorate of Open and Distance Learning, Tamil Nadu Agricultural University, Coimbatore, Tamil Nadu (24-11-2016 to 25-11-2016)	Skill Training and its Challenges in offering through ODL
5.	One day International Seminar on "Challenges of Social Science Education"	TNOU (20-08-2013)	Participation
6.	One day international seminar on "Making Special Education Inclusive - From Rhetoric to Reality"	TNOU (19-11-2013)	Participation

7.	Two day International Conference on Current perspectives in Educational Psychology	Women's Christian College, Chennai (28-11-2013 to 29-11-2013)	Participation
8.	5th International Conference-Economic Growth and Sustainable Development: Emerging Trends	Shri Dharmasthala Manjunathesheshwara Institute of Management Development, Mysore (15.11.2019 & 16.11.2019)	A Preliminary study on the middle income group seekers and Strivers
9	10 <sup>th</sup> International online Conference on Impact of Covid-19 on Local and Global Economy and Recovery strategies	Sri Sai Ram Institute of Management Studies, Chennai (16.06.2020 and 17.06.2020)	The Covid-19 Pandemic: An Impact of Media & Its Position
10	8 <sup>th</sup> International Conference on latest trends in Technology, Agriculture, Social Science, Humanities & Management, November, 2022	VJIM B-School, Sri Venkateswara Institute of Information Technology & Management and FAVS Academy at Bali, Indonesia (5 <sup>th</sup> to 12 <sup>th</sup> November, 2022)	Employee perception towards implementation of Lean Management in manufacturing industries
11	11 <sup>th</sup> International Conference on Emerging research in business, technology, entrepreneurship, and economy for sustainable development	Sri Sai Ram Institute of Management Studies, Chennai, December, 2022	Work from home: A study on mental health and employee needs in selected IT organizations

**b) Participation in National Conferences/Seminars/Symposia/Workshop**

1	National Conference on Technology Enabled Learning: Challenges and Strategies	Tamil Nadu Open University (22.11.2019 & 23.11.2019)	An Overview on the Problems of Distance Learning – An Historical and Systems Perspective.
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2	2 day National Seminar on “Enhancing Quality in Higher Education”	February 27 <sup>th</sup> to 28 <sup>th</sup> 2018 at ICFAI University, IBS Campus, Hyderabad	Attended
3	Seminar on National Education Policy (Draft NEP 2019) with special reference to Open and Distance Learning (ODL)	Tamil Nadu Open University (29.07.2019)	Attended and involved in Report writing
4	Workshop on Adoption and Implementation of Institutional OER Policy	Tamil Nadu Open University (18.11.2019 to 20.11.2019)	Attended
5	URKUND(Anti plagiarism) Web Training	Tamil Nadu Open University (29.02.2020)	Attended
6	National Webinar on Women: Back to Traditional Role	3 <sup>rd</sup> June, 2020 organized by Annammal College of Education, Thoothukudi and Bharathidasan University, Tiruchirapalli	Attended
7	National Webinar on Battle against Covid 19 with Aarogya Setu	2 <sup>nd</sup> July, 2020 organized by Pondicherry Engineering College	Attended
8	Webinar on Turn the Challenges to Opportunities: COVID-19 Pandemics and measures to combat in Higher Education of India	National Assessment & Accreditation Council (NAAC), Bengaluru on 28.05.2020	Attended
9	Webinar – 150 <sup>th</sup> Anniversary of Mahatma Gandhi- Gandhian Thoughts on Law and Philosophy	Association of Commonwealth Universities(ACU), UK and Jawaharlal Nehru University, New Delhi on 28.07.2020	Attended
10	Virtual Symposium on Happiness at Work	IGNOU and Indian Psychiatric Society on 07.08.2020	Attended
11	Webinar : National Education Policy discussion with University Teachers of Tamil Nadu State	TANSCHE on 28.09.2020	Attended



12	Webinar : DELNET Networked Resources & Services : Discovery Portal and Knowledge Gainer Portal	DELNT and SOLS, TNOU on 28.10.2020	Attended
13	Webinar : National Level Panel Discussion on National Education Policy-2020 with special reference to Open Educational Resources(OER)	SOJNMS, TNOU on 31.10.2020	Attended
14	Webinar : Workshop on Inner Child Healing	Association of Counsellors and Mentors, Kerala on 15.11.2020	Attended
15	Webinar : ICDE Presidents Forum 2020: Leading Open Education during COVID-19	Commonwealth Of Learning(COL) and International Council for Open and Distance Education(ICDE) on 18.11.2020	Attended
16	International Webinar: Quintessence of Logistic System in Business Success	SOMS, TNOU on 24.11.2020	Attended
17	Understanding Open Educational Resources	Commonwealth of Learning(COL), Vancouver, Canada on 12.12.2020	Attended
18	National Webinar on "Impression Management in Classrooms"	SCMS School of Management, Cochin on 27.02.2021	Attended
19	National Webinar on Games for Online Teaching and Learning of Computing Skills	Commonwealth Educational Media Centre for Asia, New Delhi. 11.06.2021	Attended
20	Webinar on Journal Citation Reports Training and Certificate Programme	Clarivate – Web of Science, USA, 15.06.2021 to 17.06.2021	Attended
21	Online session on Identifying our strengths and weaknesses	IIT Madras and NPTEL, 29.06.2021	Attended
22	Online session on Effective Communication	IIT Madras and NPTEL, 23.07.2021	Attended

**10. Conferences/Seminars/Symposia/Workshop organized (Regional, National, International)**

<b>S.No.</b>	<b>Name of the Event</b>	<b>Place and Date</b>	<b>Role</b>
1	5 Days Methodology Workshop for Teacher Trainers in Early Childhood (Pre Primary Education) from districts of North Tamil Nadu	Asha Nivas, Chennai. (02/05/2006 to 06/05/2006)	Coordinator
2	5 Days Methodology Workshop for Teacher Trainers in Early Childhood (Pre Primary Education) from districts of South Tamil Nadu	Asha Nivas, Chennai. (15/05/2006 to 19/05/2006)	Coordinator
3	One day seminar on the theme “ODL and collaboration” for the Vocational Programme Centres Coordinator	Asha Nivas, Chennai. (20-04-2007)	Coordinator
4	One day “Regional meet of Community Colleges”	MSSRF, Chennai – Organized by IGNOU & TNOU (25/05/2009)	Coordinator
5	2 days National workshop on Institutionalization of Community Colleges	Organized by ICRDCE, sponsored by IGNOU & TNOU (22/06/2009 to 23/06/2009)	Coordinator
6	One day “orientation programme for the Coordinators of Community colleges of TNOU”	Confrence Hall, TNOU. (07/09/2010)	Coordinator
7	2 day workshop on Quality Management of Community Colleges	Joe Beach, Mahabalipuram, Chennai. (26/01/2011 to 27/01/2011)	Coordinator
8	Orientation Programme on the MHRD Scheme of Community Colleges for the Principals of Arts & Science / Polytechnic Colleges	TNOU, Chennai. (29-04-2013)	Coordinator
9	Community College Coordinators Conference (Review of CC for their renewal of Orders)	TNOU, Chennai. (06-06-2013)	Coordinator
10	International Seminar on “Research Methodology for Economics – A Practical Approach to Advanced Level Research”	TNOU, Chennai. (13-09-2013)	Coordinator

11	Training Programme on the "Implementation of National Vocational Education qualification Framework (NVEQF) thru the Community Colleges of TNOU	TNOU, Chennai. (27-03-2014)	Coordinator
12	Orientation Programme for the Community College Coordinators of the Madurai Zone	Hotel Madurai Residency, Madurai. (12-05-2014)	Organizing Secretary
13	3 days Workshop on Curriculum Development for Flexible Skill Training	TNOU, Chennai. (26-05-2014 to 28-05-2014)	Coordinator
14	TNOU Community College Coordinators Orientation Programme for the TNAU Agriculture Programmes	Tamil Nadu Agricultural University, Coimbatore. (08-08-2014)	Organizing Secretary
15	seminar on "Career Guidance & Counseling" for the Fashion Design students of Tamil Nadu Open University	TNOU, Chennai. (03-11-2014)	Coordinator
16	2 days Workshop on Curriculum Alignment of Tamil Nadu Open University Vocational Education Programmes with National Occupational Standards (NOS)- QP	TNOU, Chennai. (13-11-2014 to 14-11-2014)	Coordinator
17	3 day National Conference on Empowering India thru ODL: Breaking down barriers, buyilding partnership & delivering opportunities. (XX IDEA Annual Conference)	TNOU, Chennai. (23-04-2015 to 25-04-2015)	Organizing Secretary
18	Open Universities Vice-Chancellor Conference on OER Policy and its Implementation	Hotel Trident, Chennai. (04-09-2015)	Coordinated the Meeting - organized by CEMCA
19	Orientation Programme for TNAU-KVK's Coordinators on implementation of Skill Training and Development of unemployed youth in Tamil Nadu funded by UGC-DEB, New Delhi	TNOU, Chennai. (12-07-2016)	Organizing Secretary

20	Regional Consultative Mtg to develop Key Indicators for NAAC Criteria – VI: Governance, Leadership & Management for accessing ODL Institutions	TNOU, Chennai. (19-06-2018)	Coordinated the Meeting organized by NAAC
21	Conducted “Swachhat Hi Seva” a Nationwide Sanitation Campaign, the University launched a massive cleanliness drive in its head-quarters and Zonal Centres	TNOU, Chennai	Organized the Campaign
22	International Day of Yoga (IDY) Celebration at University and at Community Colleges of TNOU.	TNOU, Chennai (21-06-2017)	Organizer
23	Building Committee Meeting of TNOU	TNOU, Chennai (24.01.2018& 07.05.2018)	Convener
24	Awareness generation Meeting on Communicable Diseases especially prevention and control of Dengue in collaboration with Department of Public Health and Preventive Medicine	TNOU, Chennai (10.01.2018)	Organizer
25	International Day of Yoga (IDY) Celebration	TNOU, Chennai (21.06.2018)	Organizer
26	2 days training Programme on Hand Embroidery	TNOU, Chennai	Organizer
27	3 days training Programme on Fashion Jewellery Making	TNOU, Chennai (25.04.2018 to 27.04.2018)	Organizer
28	Building Committee Meeting of TNOU	TNOU, Chennai (15.07.2019)	Convener
29	First CIQA Meeting of TNOU	TNOU, Chennai (22.08.2019)	Convener
30	International Day of Yoga (IDY) Celebration	TNOU, Chennai (21.06.2019)	Organizer
31	Training Programme for the Staff of Viluppuram Municipality on “Stress Management and Yoga”	Municipality Office, Viluppuram (06.11.2020)	Organizer
32	Job Fair in collaboration with District Employment and Career Guidance Centre, Viluppuram	TNOU Regional Centre, Viluppuram (05.02.2021)	Organizer

33	International Day of Yoga (IDY) Celebration	TNOU, Chennai (21.06.2021)	Organizer
34	Painting Competition on the theme "Gandian Thoughts"	TNOU, Chennai (02.10.2021)	Organizer
35	Special Lecture on "Role of Women Freedom Fighters in Indian Independence"	TNOU, Chennai (webex) (19.11.2021)	Organizer
36	Online Quiz on Vocational Education and Skill Training	November, 2021	Organizer
37	Online Quiz on "Freedom Fighters of South India"	10.12.2021	Organizer

### 11. Participation in Orientation/ Refresher/ FDP/Short term Courses

S.No	Duration and Date	Event	Organisation and Venue
1	4 days 13.11.2019 to 16.11.2019	Hands-on Workshop for the Designing, Developing and Delivering Online Learning Programme	CEMCA and TNOU, Anna University, Chennai
2	3 days 04.05.2020 to 06.05.2020	workshop on E-Content development using OER and ICT	CEMCA and TNOU, Virtual platform
3	8 weeks August – October, 2019	FDP Programme – SWAYAM MOOC Course on Toyota Production System	NPTEL and IIT Roorkee, Virtual platform
4	8 weeks Online Refresher Course – SWAYAM ARPIT	Refresher Course on Skills for New Educational Architecture	NPTEL and MHRD, Virtual Platform
5	5 weeks 05.04.2020 to 09.05.2020	MOOC Course on Technology Enabled Learning	Common Wealth of Learning (COL) and Athabasca University, Canada thru Virtual platform
6	5 days 19.05.2020 to 23.05.2020	National level Online Course on Research Methodology	Mar Gregorious College of Arts and Science, Chennai

7	1 week 26.05.2020 to 31.05.2020	Workshop on Research Methodologies and Data Analytics using SPSS and R	Sanskriti School of Business, Puttaparthi and Association of Indian Management Schools, virtual platform
8	2 weeks 25.05.2020 to 05.06.2020	FDP - Online Workshop on Comprehensive E-Learning to E-Training Guide to Administrative Work	Ramanujam College, University of Delhi sponsored by Ministry of Human Resource Development Pandit Madan Mohan Malaviya National Mission on Teachers and Training.
9	1 week May, 2020	Online Course on Community University Engagement: Moving towards Engaged Teaching, Research and Service	PRIA International Academy and Association of Indian Universities (AIU)
10	01.06.2020	Online FDP on Authorpreneurship: Demystified	SRM Institute of Science and Technology, Chennai
11	10 days 03.06.2020 to 12.06.2020	International online workshop on Effective Research Methodology	TNOU and Thiyagarajar College of Preceptors, Madurai
12	04.06.2020 & 05.06.2020	National level FDP on Open Educational Resources	TNOU in collaboration with Annammal College of Education, Thoothukudi
13	02.11.2020 to 02.12.2020	Academic Counselling for Open and Distance Learning (ODL) Learners	Commonwealth Educational Media Centre for Asia (CEMCA) and Odisha State Open University (OSOU), Odisha
14	19.05.2021 to 02.06.2021	2 Week Online FDP on "Development of Course for SWAYAM MOOCs"	Nethaji Subas Open University (NSOU), Kolkatta and CEMCA, New Delhi

#### 12. Projects/ Schemes Undertaken:

S.No	Name of the Project/Scheme	Amount in Rs.	Funding Agency
1	Preparation of Courseware for Women Empowerment Project 2006	Rs.5,00,000/-	Directorate of Technical Education(DOTE)
2	Training of Tsunami affected students of 12-Coastal Districts in Tamil Nadu, 2008-10	Rs.35,00,000/-	Asian Development Bank(ADB),Chennai

3	Training of NGO Functionaries of Tamil Nadu and Pondicherry States through TNOU in Tamil Medium in association with UNAIDS -2009	Rs.3,00,000/-	UNAIDS, New Delhi
4	Haircut Workers Vocational Qualification Project for Certification of Haircut Workers in Tamil Nadu - 2009-2010	Rs.15,00,000/-	Distance Education Council, New Delhi
5	Empowerment of Women (Widows and Girls without Parents) through Vocational Training -2010	Rs.20,00,000/-	Distance Education Council, New Delhi
6	Livelihood Programme through Community Colleges to the downtrodden in Tamil Nadu - 2012- 2013	Rs.25,00,000/-	Distance Education Council, New Delhi
7	A Study on Community Colleges in the State of Tamil Nadu – An Evaluation with special reference to TNOU Community Colleges 2014- 2015	Rs.5,00,000/-	Tamil Nadu State Planning Commission, Chennai
8	Vocational and Skill Development Training for the Unemployed youth in Agricultural Sector in Tamil Nadu -2015-2016	Rs.75,00,000/-	Distance Education Bureau, New Delhi

**13. Served as Member in Professional Bodies/Committees (BoS, Academic Council, Inspection Committees, National forums etc.)**

- Co-Opted member in the board of studies for B.Sc. Apparel and Fashion Designing
- Member of Board of Studies of SOCE for three years from 16/07/2007 to 15/07/2010
- Member of Academic Committee of YWCA - IGNOU Associate degree Programme
- Member of Board of Studies of SOCE for three years from 05/02/2014 to 04/02/2017
- Member of a Committee to introduce e-Learning Courses in TNOU
- Member of Board of Studies of School of Continuing Education, Tamil Nadu Open University for three years from 12/07/2017 to 11/07/2020
- Member of Committee to prepare Proposal to obtain 12B status to the University from the University Grants Commission (UGC), New Delhi
- Convener of Committee for Question paper setting and evaluation of answer scripts for recruitment of Electrician for TNOU
- Convener of Committee for Question paper setting and evaluation of answer scripts for recruitment of Data Entry Operator for TNOU

- Member of Committee for arriving at the Terms and Conditions for reimbursement of Free Bus passes issued to the TNOU Community College Students – Appointed by Higher Education Department, Government of Tamil Nadu
- Member of Committee for Preparation of Annual Report of TNOU 2017-2018
- Member of Committee for Preparation of TNOU Newsletter (a quarterly magazine of TNOU)
- Member of Committee constituted for scrutinizing the technical bid regarding Security Services and House Keeping/ Man power service provider of TNOU in 2017
- Member of Committee constituted to improve the prevailing amenities and infrastructure of the Academic Block of TNOU in 2017
- Member of the Committee constituted for Printing & Distribution of 10<sup>th</sup> Convocation of TNOU in 2017
- Member of the Committee constituted for verification of original certificates of candidates appearing for interview to the Controller of Examinations and Librarian posts on 21<sup>st</sup> August, 2017
- Member of the Internal Complaints Committee constituted as per the Sexual harassment of Women at workplace (Prevention, Prohibition & Redressal) Act, 2013 in 2017
- Member in a Committee constituted to improve the canteen facilities of Tamil Nadu Open University in 2017
- Member of Committee constituted to organized Republic Day & Independence Day celebration at TNOU in 2018
- Coordinator of the Committee constituted to monitor the construction work of the Academic and MPDD Block of TNOU in 2018
- Member of the Committee constituted for Inspection of firms for finalizing the tender for Security Services and House Keeping/ Man power Services for TNOU in 2018
- Member of Committee constituted for Printing and Distribution of 11<sup>th</sup> Convocation Invitation of TNOU in 2018
- Member of Committee of On-stage announcement during 11<sup>th</sup> Convocation of TNOU in 2018
- Member of the Committee to Organize Republic Day celebration and Independence day at TNOU in 2019
- Member of the Committee for preparation of Policy document on SLM of TNOU



- Member of the Expert Committee constituted to Study the status of Constituent Community Colleges and Community Colleges of TNOU in 2019
- Coordinator of the Committee constituted for the purpose of evolving Policy note on creating Faculty-wise Endowment Lecture(s) and Programme-wise Endowment Medal(s) in TNOU in 2019.
- Member of the Reconciliation Committee constituted to reconcile the receipt of fees through UEMS from the students of TNOU
- Coordinator of the Committee constituted for revamping the Academic Structure of TNOU in 2019.
- Member of the Sub-Committee constituted to decide upon the rooms for the Assistant Professors and the conversion of the Mezzanine floor of the Auditorium into a mini conference hall in 2019
- Appointed as Programme Coordinator for Bachelor Preparatory Programme (BPP) and all Vocational Diploma Programmes of TNOU in 2019
- Additional responsibility - Appointed as Coordinator i/c, TNOU Constituent Community College, Villupuram from 23-02-2020
- Appointed as Programme Coordinator for five Vocational Diploma Programmes of TNOU in 2020

### **Declaration**

I hereby, declare that the aforesaid particulars are true to the best of my knowledge and belief.

**R. MEENAMBIGAI**