

V.V.Vanniaperumal College for Women

Belonging to Virudhunagar Hindu Nadars'

An Autonomous Institution affiliated to Madurai Kamaraj University

Re-accredited with 'A++' Grade 4th Cycle by NAAC

Virudhunagar

Quality Education with Wisdom and Values



Internal Quality Assurance Cell



organises a One Day Capacity Development Programme on Workplace Ethics

**Resource Person : Mrs.R.Shunmugavathy M.A., M.Sc., M.Phil.
Psychologist
Virudhunagar**

Date & Time : 10.09.2025 & 11.20 a.m.

Venue : M.B.A. Meeting Hall

**Mrs.B.Ameena Beebi
Mrs. S.Betsy Sherin
Staff in-charge**

**Dr. M. Ponnien Selvi
IQAC Coordinator**

**Dr. S. Cinthana
PRINCIPAL**



V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

(Belonging to Virudhunagar Hindu Nadars)

An Autonomous Institution Affiliated to Madurai Kamaraj University, Madurai

Reaccredited with 'A++' Grade (4th Cycle) by NAAC

VIRUDHUNAGAR

Quality Education with Wisdom and Values

INTERNAL QUALITY ASSURANCE CELL



Date: 08.09.2025

CIRCULAR

The Internal Quality Assurance Cell of our College organises a One Day Capacity Development Programme on "Work Ethics" for Support Staff.

Resource Person : Mrs.R.Shunmugavathy M.A., M.Sc., M.Phil.,
Psychologist
Virudhunagar
Date & Time : 10.09.2025 & 11.20 a.m.
Venue : M.B.A. Meeting Hall

B. Ameen Basha
SBI
Staff in-charge

M. Ponnien Selvi
IQAC Coordinator
08/09/2025

S. K. S.
PRINCIPAL

Encl: Participants List



V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

(Belonging to Virudhunagar Hindu Nadars)

An Autonomous Institution Affiliated to Madurai Kamaraj University, Madurai

Reaccredited with 'A++' Grade (4th Cycle) by NAAC

VIRUDHUNAGAR

Quality Education with Wisdom and Values



26.09.2025

REPORT OF THE PROGRAMME

Title of the Programme	:	Capacity Development Programme on "Workplace Ethics"
Resource Person	:	Mrs. R. Shunmugavathy, M.A., M.Sc., M.Phil., Psychologist, Virudhunagar.
Staff-in-charge	:	Mrs.B.Ameena Beebi, M.Sc.,M.Phil., Mrs.Betsy Sherin, M.Sc.,
Objective	:	To create awareness among the support staff on the importance of workplace ethics for fostering integrity and a positive work environment.
Date and Time	:	10.09.2025, 11.20 a.m.
Venue / Meeting Link	:	MBA Meeting Hall
No.of Participants	:	27
Details of Beneficiaries	:	Support staff

Report:

The Internal Quality Assurance Cell of V.V. Vanniaperumal College for Women, Virudhunagar, organized a Capacity Development Programme on "Workplace Ethics" for the support staff on 10th September 2025 at 11.20 a.m. in the MBA Meeting Hall. The programme began with Tamil Thai Vazhthu by Tmt. P. Rajapriya and Tmt. V. Kalaiselvi. The Welcome Address was delivered by Dr. J. Kaveri, Head & Assistant Professor, Department of Tamil. Dr. S. Cinthana, Principal, in her felicitation address, highlighted that as the part of the Internal Quality Assurance Cell activities aimed at creating a happy and harmonious work environment, this programme has systematically organized. She emphasized that such initiatives enhance efficiency and responsibility among the staff but also foster a sense of unity. The special session was led by Mrs. R. Shunmugavathy, M.A., M.Sc., M.Phil., Psychologist, Virudhunagar, who first delivered an insightful lecture on the topic "*Workplace Ethics*." She highlighted the core values of workplace ethics such as honesty, punctuality, transparency, confidentiality, teamwork, ethical behavior in professional life, the role of integrity, accountability, and the necessity of creating a positive and respectful work environment. She interacted with the support staff to emphasize that workplace ethics play a pivotal role in reducing stress, enhancing productivity, and improving employee satisfaction. A total of 27 support staff members and gave feedback, appreciating the relevance and practical value of the programme. The programme was ended with a Vote of Thanks proposed by Mrs. B. Ameena Beebi, M.Sc.,M.Phil., Assistant Professor of Home Science.

Outcome of the Programme:

The programme offered valuable insights into ethical conduct at the workplace and served as an eye-opener for the support staff to create and maintain a positive work environment.

B. Ameena Beebi
S. Betsy
Staff-in-charge

M. Ponnien Selvi
IQAC Coordinator
Dr. M. PONNIEN SELVI
Coordinator, IQAC
Associate Professor and Head
Department of Commerce
V.V.Vanniaperumal College for Women
VIRUDHUNAGAR.

Internal Quality Assurance Cell

~~A One~~ Day Capacity Development Programme for Support staff on "Workplace Ethics"

Date : 10.09.2025

Venue : M.B.A Meeting Hall

Resource Person :

Mrs. R. Shunmugavathy, M.A., M.Sc., M.Phil.,
Psychologist
Vandhanagar

Today's session was meaningful and refreshing. Hope it helps them to identify understand the dignity of their work and the importance of their attitude. It remained everyone, that no work is small and every sincere effort contributes to the college as well as the prosperity of their own families. Overall it created a sense of unity, self respect and responsibility among them.

Shunmugavathy
10/9/25

S.No	Name	Designation	Signature
1.	Punniyavathi. S	Office Assistant	S. Punniyavathi
2.	Eilavarasi. V	Office Assistant	V. Eilavarasi
3.	Maruthangam. S	Office Assistant	S. Maruthangam
4.	Santhi Devi. K	Sweeper	K. Santhi Devi
5.	Indira. M	Sweeper	M. Indira
6.	Mareeswaru D	Gardener	D. Mareeswaru
7.	Arukkan V	Water Carrier	V. Arukkan
8.	Amutha J	Bus Conductor	J. Amutha
9.	Annalakshmi R	Bus Conductor	R. Annalakshmi
10.	Sangareswaru K	Bus Conductor	K. Sangareswaru
11.	Somakani A	Bus Conductor	A. Somakani
12.	Vijayalakshmi. K	Bus Conductor	K. Vijayalakshmi
13.	Mareeswaru P	Water Carrier	P. Mareeswaru
14.	Selvi S	Water Carrier	S. Selvi
15.	Tamilarasi A	Water Carrier	A. Tamilarasi
16.	Sundari P	Water Carrier	P. Sundari
17.	Jaya Janaseeli J	Water Carrier	J. Jaya Janaseeli
18.	Vanitha G	Water Carrier	G. Vanitha
19.	Raja priya P	Water Carrier	P. Raja priya
20.	Gandhimathi S	Water Carrier	S. Gandhimathi
21.	Kalaiselvi V	Water Carrier	V. Kalaiselvi
22.	Supriya V	Water Carrier	V. Supriya
23.	Sakunthala M	Water Carrier	M. Sakunthala
24.	Poongodi C	Water Carrier	C. Poongodi
25.	Ramalakshmi K	Water Carrier	K. Ramalakshmi
26.	Shanthi G	Water Woman	G. Shanthi
27.	Nallammal M	Canteen Assistant	M. Nallammal

Feedback

அன்பளிர்ந்த மேட்டம் அவர்கள் எங்களுக்கு
எடுத்து நடாத்தியிருக்கும் கருத்துக்கள், அனைத்தும் மிகவும்
நெகிழ்ச்சியும், என்னைப்போதும் இருந்து து.

மிகக் குன்று.

குன்றுக்கு

தங்கன் 2 மைல் யுமார்

ரா. அண்ணலட்சுமி

ഗ്രന്ഥം തിരുത്തലുകൾ നൽകുന്നതാണ്
ഉദ്ദേശ്യം.

பெரிய

உணர்வுநிலை

இந்த சிறிய உயம்பை எப்பத்தில் கொடுத்த
I QAC க்கு மிகவும் துள்ளியை பெரிப்படுத்த
கொள்கின்றேன்.

Cr. Shanthi.

Report

The Internal Quality Assurance Cell of V.V. Vanniaperumal College for Women, Virudhunagar organized a Capacity Development Programme on "Workplace Ethics" for the Support Staff on 10.09.25 at 11:20 a.m. in the MBA Meeting Hall. The Programme began with Tamil Thai Vazhithu by Tmt. P. Rajapriya and Tmt. C. Poongodi. The welcome address was delivered by Dr. J. Kanari, Head & Assistant Professor of Tamil. Dr. S. Cinthana, Principal, in her felicitation address, highlighted that as the part of IQAC Activities aimed at creating happy and harmonious work environment, this programme has systematically organized. She emphasized that such initiatives enhance efficiency and responsibility among the staff but also foster a sense of unity. The special session was led by Mrs. R. Shanmugavathy, M.A., M.Sc., M.Phil., Psychologist, Virudhunagar. She highlighted the core values of workplace ethics such as honesty, punctuality, transparency, confidentiality, team work, ethical behaviour in professional life, the role of integrity and the necessity of creating a positive and respectful work environment. She interacted with support staff to emphasize the workplace ethics play a pivotal role in reducing stress and improving employee satisfaction. A total of 27 support staff members and gave feedback, appreciating the relevance and practical value of the programme. The programme was ended with a Vote of Thanks proposed by Mrs. B. Ameena Beebi, Assistant Professor of Home Science.

Be Anna Beck
Steff is charge

M. Pommeu Selir
IAC Coordinator
6/09/2025

S. S. S.
PRINCIPAL

One Day Capacity Development Programme on Work Place Ethics

10.09.2025

