

	Dr. N.G.P. ARTS AND SCIENCE COLLEGE (An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu and Accredited by NAAC with 'A++' Grade (3 rd Cycle-3.64 CGPA) Dr. N.G.P. - Kalapatti Road, Coimbatore-641048, Tamil Nadu, India Web: www.dnrgpasc.ac.in Email: info@dnrgpasc.ac.in Phone: +91-422-2369100	IQAC 2025-26

Centre for Community Development

The minutes of First meeting of the Centre for Community Development held on 14.08.2025 at 3.00 in the Library discussion room is as follows:

Members Present:

- | | |
|--|----------------|
| 1. Dr K Ramamurthi, Dean–Academic | Chairperson |
| 2. Dr R Madhulaa, Assistant Professor and Head i/c | Coordinator |
| 3. Dr R Kalaivani, Associate Professor | Co-Coordinator |
| 4. Dr P Dhanya, Associate Professor | Member |
| 5. Dr P Sathyapriya, Assistant Professor | Member |
| 6. Dr S Manivarma, Assistant Professor | Member |
| 7. Ms M Nagarani, Assistant Professor | Member |

Agenda:

1. *Welcome Note*

The Chairperson, **Dr K Ramamurthi, Dean–Academic** welcomed all members to the meeting and expressed appreciation for their presence and continued support towards the Centre for Community Development's objectives and its Functions. After a brief discussion the items of the agenda were taken one by one for discussion.

2. *Agenda Items*

Item 2.1: To induct the new members

The coordinator, **Dr R Madhulaa** introduced the new members and inducted the new members into the Centre for Community Development, outlining the Centre's vision, objectives, and ongoing activities.

Resolution:

Resolved that the new members are inducted and duly recorded, and the members will be involved in forthcoming initiatives and community development activities of the Centre.

Item 2.2: To Decide the roles and responsibilities of the committee members

The coordinator, **Dr R Madhulaa** led the discussion on defining the specific roles and responsibilities of the committee members to ensure effective functioning of the Centre for Community Development.

Resolution:

Resolved that the following roles and responsibilities be assigned and approved for the committee members of the Centre for Community Development.

S. No.	Name and Designation	Roles	Responsibilities
1.	Dr R Madhulaa, Assistant Professor and Head i/c	Coordinator	Centre Composition and Structure, NGO Collaboration
2.	Dr R Kalaivani, Associate Professor	Coordinator	Department Coordinators Connection and Getting Approval from College
3.	Dr P Dhanya, Associate Professor	Member	Report Filing
4.	Dr P Sathyapriya, Assistant Professor	Member	Documentation and Activities Monitoring
5.	Dr S Manivarma, Assistant Professor	Member	Outreach Arrangements
6.	Ms M Nagarani, Assistant Professor	Member	Preparation of Meeting Minutes

Item 2.3: To Approve the Plan of Action and Dissemination to the Departments

The coordinator presented the proposed plan of action outlining the Centre's initiatives and activities for the upcoming period. The members reviewed the plan and discussed effective ways to disseminate the information to all departments to ensure coordinated participation and smooth implementation.

Resolution:

Resolved that the proposed plan of action be approved, and the same be circulated to all departments through the respective coordinators for necessary action and implementation.

Item 2.4: Information about documentation and collection of activities report

The coordinator briefed the members on the procedures for documentation and the systematic collection of activity reports from the respective departments. The importance of maintaining accurate records to reflect the Centre's initiatives and outcomes was emphasized during the discussion.

Resolution:

Resolved that all departments shall submit their activity reports in the prescribed format to the designated member in charge of documentation for compilation and record maintenance be approved.

Item 2.5: Any other matters

Under this agenda item, the Chairperson invited members to raise any additional points for discussion. Members suggested organizing community awareness programmes in collaboration with local NGOs, conducting a workshop on sustainable livelihood initiatives, and arranging a documentation training session for departmental representatives to strengthen reporting procedures. A proposal was also made to introduce a "Community Engagement Week" to enhance student participation across departments.

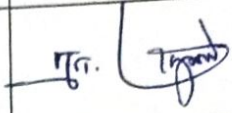
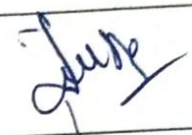
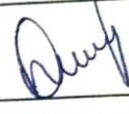
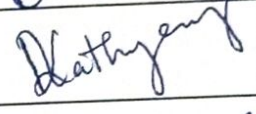
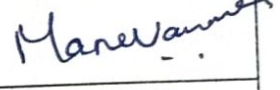
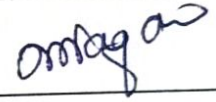
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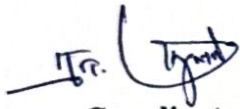
Resolved that the proposed activities and initiatives be explored in detail. The coordinators will prepare a comprehensive plan outlining the schedule, resource requirements, and implementation strategies. The framework will be reviewed and finalized in the next meeting of the Centre for Community Development.

Vote of Thanks

The meeting was closed with vote of thanks proposed by Co-coordinator Dr R Kalaivani. She thanked all the members for their valuable inputs and uninstitced support.

Attendance: (mention the names of members who are absent)

S. No.	Name and Designation	Roles	Responsibilities	Signature
1.	Dr R Madhulaa, Assistant Professor and Head i/c	Coordinator	Centre Composition and Structure, NGO Collaboration	
2.	Dr R Kalaivani, Associate Professor	Co - Coordinator	Department Coordinators Connection and Getting Approval from College	
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Coordinator, Co-Coordinator
(Dr. R. Madhulaa)
(Dr. R. Kalaivani)


Dean - Academic


Principal