



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 (3rd Cycle-3.64 CGPA)
Dr. N.G.P. - Kalapatti Road, Coimbatore-641048, Tamil Nadu, India
Web: www.drngpsc.ac.in | Email: info@drngpsc.ac.in | Phone: +91-422-2369100

Institution
Publication
Committee
(Magazine)

2024-25

Date: 12.03.2025

INSTITUTION PUBLICATION COMMITTEE (MAGAZINE)

MEETING NOTICE

The second meeting of Institution Publication Committee (Magazine) is scheduled to be held on 14.03.2025 at 2.00 p.m. at Seminar Hall I. All designated members are informed to attend the meeting without fail.

AGENDA

- 2.1 Finalization of Content Submission Timelines and Periodic Coordination Sessions
- 2.2 Standardized Workflow for Magazine Content Submission
- 2.3 Review and Endorsement of the Action Taken Report for Magazine (AY 2024-25)

(Dr. S. Thangamanikandan & Dr.M.Marimuthu)

Co-ordinators



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Institution
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(Magazine)

2024-25

MINUTES OF INSTITUTION PUBLICATION COMMITTEE (MAGAZINE)

The minutes of second meeting of the Institution Publication Committee (Magazine) was conducted on 14.03.2025 at 2.00 p.m. at Seminar Hall I.

Dr. Marimuthu, Committee Coordinator, inaugurated the proceedings with a formal welcome and reaffirmed the core duties and expectations assigned to each committee member. Subsequently, the agenda items were deliberated in sequential order through collaborative discussion.

Members Present:

S.No.	Name	Designation
1	Dr. S. Thangamanikandan	Associate Professor
2	Dr. M. Marimuthu	Assistant Professor
3	Dr. Gogul	Assistant Professor
4	Dr. R. Dilip	Assistant Professor
5	Mr. K. Ponnumani	Assistant Professor

Item 2. 1: Finalization of Content Submission Timelines and Periodic Coordination Sessions

The final deadline for departmental submissions toward the approved Magazine (2024-25) shall be established at two months prior to the initiation of final printing. Additionally, recurring coordination meetings with departmental Magazine representatives will be convened to monitor progress and ensure adherence to scheduled timelines.

Resolution:

Resolved to approve the proposed submission deadline and the schedule for periodic review sessions with department-level Magazine coordinators.

Item 2.2: Standardized Workflow for Magazine Content Submission

A structured submission protocol was endorsed:

- Departmental coordinators shall forward proofread and finalized content to their respective Faculty-level Magazine Coordinator

- Faculty Coordinators will consolidate submissions and obtain formal clearance from the concerned Dean
- Upon Dean's approval, compiled materials shall be transmitted to the Central Committee Coordinators for final processing, design, and printing.

Resolution:

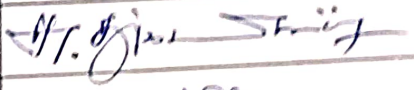

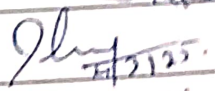
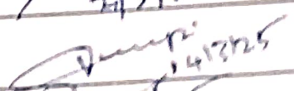
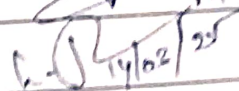
Resolved to approve the proposed multi-tier submission and approval procedure for Magazine content.

Item 2.3: Review and Endorsement of the Action Taken Report for Magazine (AY 2024-25)

The Committee reviewed the documented workflow for Magazine production—including editorial review, faculty-level compilation, administrative clearances, and final submission protocols—and affirmed its continued implementation. The cumulative progress and execution status of Magazine-related initiatives for the academic year 2024-25 were evaluated, and the Action Taken Report was presented for formal acceptance.

Resolution:

Resolved to approve the Action Taken Report pertaining to Magazine initiatives for AY 2024-25. With all agenda items thoroughly addressed and no further business tabled, the session was formally adjourned.

S. No.	Name	Designation	Signature
1	Dr. S. Thangamanikandan	Associate Professor	
2	Dr. M. Marimuthu	Assistant Professor	
3	Dr. Gogul	Assistant Professor	
4	Dr. R. Dilip	Assistant Professor	
	Mr. K. Ponnumani	Assistant Professor	


 (Dr. S. Thangamanikandan & Dr. M. Marimuthu)
 Co-ordinators


 (Dr. K. Ramamurthi)
 Principal



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Institution
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Committee
(Magazine)

2024-25

Date: 04.7.2024

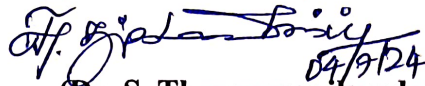
INSTITUTION PUBLICATION COMMITTEE (MAGAZINE)

MEETING NOTICE

The first meeting of the Institution Publication Committee (Magazine) for the Academic Year 2024-25 was held on 08.07.2024 at 2.30 p.m. at Seminar Hall-II.

AGENDA

- 1.1 Ratification of Annual Operational Framework
- 1.2 Magazine Compilation and Release Schedule
- 1.3 Financial Sanction Request from Institutional Resources


04/7/24

(Dr. S. Thangamanikandan & Dr.M.Marimuthu)

Co-ordinators



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Institution
Publication
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(Magazine)

2024-25

MINUTES OF INSTITUTION PUBLICATION COMMITTEE (MAGAZINE)

The minutes of first meeting of the Institution Publication Committee (Magazine) was conducted on 08.07.2024 at 2.30 p.m. at Seminar Hall-II.

Dr. S. Thangamanikandan, Committee Coordinator, commenced the proceedings with a formal welcome address and delineated the core responsibilities assigned to each committee member. He facilitated mutual introductions among attendees to promote effective teamwork. Thereafter, the agenda points were deliberated in sequential order.

Members Present:

S.No.	Name	Designation
1	Dr. S. Thangamanikandan	Associate Professor
2	Dr. M. Marimuthu	Assistant Professor
3	Dr. Gogul	Assistant Professor
4	Dr. R. Dilip	Assistant Professor
5	Mr. K. Ponnumani	Assistant Professor

Item 1. 1: 1.1 Ratification of Annual Operational Framework

The Coordinators presented the proposed Annual Operational Framework for the College Magazine (AY 2024–25) and solicited member feedback for endorsement. The framework encompassed:

- Securing formal authorization from the Secretary
- Issuing official directives to Departmental Magazine Coordinators and Heads of Departments
- Submission of finalized drafts to Faculty-level Magazine Coordinators
- Obtaining clearance from the respective Dean

- Forwarding the consolidated magazine content to the Central Coordinator for production and distribution.

Resolution:

Resolved to approve the Annual Operational Framework for the College Magazine (AY 2024-25)

Item 1.2: 1.2 Magazine Compilation and Release Schedule

It was proposed that the institutional magazine for the academic year 2024-25 be compiled into a single comprehensive volume and released upon completion of the academic session.

Resolution:

Resolved to publish the magazine as a unified edition at the conclusion of AY 2024-25.

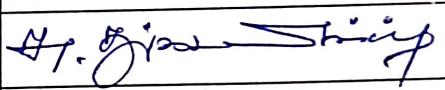
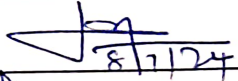
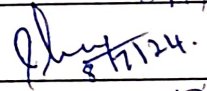
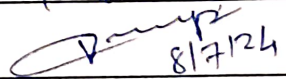
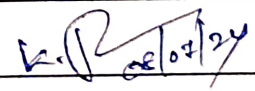
Item 1.3: Financial Sanction Request from Institutional Resources

A budgetary proposal of ₹15,000 was submitted to cover editorial design, layout preparation, and printing expenses for ten archival copies of the magazine in bound book format..

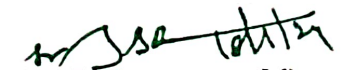
Resolution:

Resolved to forward the funding proposal to Management for requisite administrative approval and sanction.

With all agenda items thoroughly addressed and no additional matters tabled, the session was formally adjourned. The Coordinators expressed sincere appreciation to all participants for their valuable contributions and extended a warm invitation for continued engagement in future committee meetings.

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 (Dr. S. Thangamanikandan & Dr. M. Marimuthu)
 Co-ordinators


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 Principal