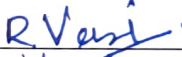
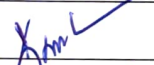
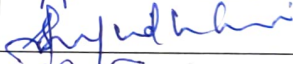


	Dr. N.G.P. ARTS AND SCIENCE COLLEGE	IQAC
(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu and Accredited by NAAC with 'A++' Grade (3 rd Cycle-3.64 CGPA) Dr. N.G.P. - Kalapatti Road, Coimbatore-641048, Tamil Nadu, India Web: www.dnpgpsc.ac.in Email: info@dnpgpsc.ac.in Phone: +91-422-2369100		2024-25

Press and Publicity Committee

The Press and Publicity Committee Meeting was held on 05.12.2024 at 1p.m in the IQAC Board Room is as follows:

Members List Present:

S.No.	Name	Designation	Signature
1.	Dr.A.Ragukumar	Associate Professor	
2.	Dr.M.Jayachandran	Associate Professor	
3.	Ms.R.Veeramani	Assistant Professor	
4.	Dr.M.Marimuthu	Assistant Professor	
5.	Dr.M.Kowsalya	Assistant Professor	
6.	Mrs.S.Priyadharshini	Assistant Professor	
7.	Mr.P.Dineshkumar	Assistant Professor	

The coordinator of the committee welcomed and introduced all the members. The coordinator further stated the functions, roles, and responsibilities of the Press and Publicity Committee. After a brief discussion, the items on the agenda were taken one by one and following resolution was passed.

1.1 To discuss about the preparation of pre-press and post press report in the Even Semester 2024-25

The members are discussed about the preparing press report both Tamil and English during the Even Semester 2024-25 and its dates and method of sending the same to press.

After brief discussion the following resolution was passed.

	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.dnrgpsc.ac.in Email: info@dnrgpsc.ac.in Phone: +91-422-2369100	IQAC
		2024-25

Resolution:.

Resolved that the following programme reports are to be prepared by Press and Publicity Committee as scheduled below.

Name of the Function	Dates
Pongal Celebration	10.01.2025
Republic Day Celebration	26.01.2025
College Day	29.02.2025
Graduation Day	11.01.2025
Kanam 25	08.02.2025 & 09.02.2025
NGP Empowerment Award	09.4.2025

1.2 To discuss about to today's engagement column news.

- i) All Heads of Departments, staff members, and program coordinators shall be requested to submit the department event invitations to the Press and Publicity Committee at least two days prior to the event. This ensures that the event is featured in the engagement column on the day of occurrence.
- ii) Event invitations received from the concerned department or program coordinators will be promptly forwarded to the Public Relations Officer by the committee coordinator.
- iii) Committee members are requested to collect today's engagement column press clippings from the library and distribute them to the relevant program coordinators and the principal's office.
- iv) Program coordinators are expected to prepare a post-event report in both Tamil and English, including relevant photographs, on the day of the event. This report should be shared with the Press and Publicity Committee.
- v) Post-event reports received from the respective department or program coordinators will be immediately shared with the Public Relations Officer by the committee coordinator.

	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.dnpgpasc.ac.in Email: info@dnpgpasc.ac.in Phone: +91-422-2369100	IQAC 2024-25
---	---	--

vi) Committee members are requested to collect the post-event press clippings from the library and share them with the concerned program coordinators and the principal's office.

vii) In the event of any delay in publishing the event news in newspapers, committee members shall follow it up.

Resolution:

After discussion following resolution was passed.

Resolved that the event report both Tamil and English will be collected from the concern program coordinator and to be sent for publication in newspapers on time.

1.4 Schedule of the Next Meeting

The Coordinator, Dr.A.Ragukumar conveyed his thanks to the members for their participation and suggested discussing the date of the next meeting with the Principal. The date will be confirmed later.



(Dr.A.Ragukumar)
(Co-ordinator)



(Prof.Dr.S.Saravanan)
(Principal)

	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.dnmpasc.ac.in Email: info@dnmpasc.ac.in Phone: +91-422-2369100	IQAC 2024-25
---	--	--

Press and Publicity Committee

The minutes of first meeting of the press and publicity committee held on 05.10.2024 at 1p.m. in the IQAC Board Room.

Members List:

S.No.	Name	Designation	Signature
1.	Dr.A.Ragukumar	Associate Professor	
2.	Dr.M.Jayachandran	Associate Professor	
3.	Ms.Veeramani	Assistant Professor	
4.	Dr.M.Marimuthu	Assistant Professor	
5.	Mrs.S.Priyadarshini	Assistant Professor	
6.	Ms.P.P.Abhirami	Assistant Professor	

The coordinator of the committee welcomed and introduced all the members. The coordinator further stated the functions, roles, and responsibilities of the Press and Publicity Committee. After a brief discussion, the items on the agenda were taken one by one for discussed one by one and following resolution was passed.

1.1 To discuss about the preparation of pre-press and post press report in the academic year 2024-25

The members discussed about the preparing press report both Tamil and English during the academic year 2024-25 and its dates and method of sending the same to press.

After brief discussion the following resolution was passed.

	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.drngpasc.ac.in Email: info@drngpasc.ac.in Phone: +91-422-2369100	IQAC 2024-25
---	---	--

Resolution:.

Resolved that the following programme reports are to be prepared by Press and Publicity Committee as scheduled below.

Name of the Function	Dates
Pongal Celebration	10.01.2025
Republic Day Celebration	26.01.2025
Exotica	31.01.2025
College Day and Multicultural Day	28.02.2025
Graduation Day	Date will be confirmed later.

1.2 To discuss about to today's engagement column news.

i) All Heads of Departments, staff members, and program coordinators shall be requested to submit the department event invitations to the Press and Publicity Committee at least two days prior to the event. This ensures that the event is featured in the engagement column on the day of occurrence.

ii) Event invitations received from the concerned department or program coordinators will be promptly forwarded to the Public Relations Officer by the committee coordinator.

iii) Committee members are requested to collect today's engagement column press clippings from the library and distribute them to the relevant program coordinators and the principal's office.

iv) Program coordinators are expected to prepare a post-event report in both Tamil and English, including relevant photographs, on the day of the event. This report should be shared with the Press and Publicity Committee.

	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.dnrgpasc.ac.in Email: info@dnrgpasc.ac.in Phone: +91-422-2369100	IQAC 2024-25
---	--	--

v) Post-event reports received from the respective department or program coordinators will be immediately shared with the Public Relations Officer by the committee coordinator.

vi) Committee members are requested to collect the post-event press clippings from the library and share them with the concerned program coordinators and the principal's office.

vii) In the event of any delay in publishing the event news in newspapers, committee members shall follow it up.

Resolution:

After discussion following resolution was passed.

Resolved that the event report both Tamil and English will be collected from the concern program coordinator and to be sent for publication in newspapers on time.

1.4 Schedule of the Next Meeting

The Coordinator, Dr.A.Ragukumar conveyed his thanks to the members for their participation and suggested discussing the date of the next meeting with the Principal. The date will be confirmed later.

List of Member Absent:

Name of the Faculty	Department	Signature
Mr.P.Dineshkumar	Department of Computer Applications	-



(Dr.A.Ragukumar)
(Co-ordinator)



(Dr.S.Saravanan)
(Vice Principal)



(Principal)