



Dr. N.G.P. ARTS AND SCIENCE COLLEGE

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)

Approved by Government of Tamilnadu and Accredited by NAAC with 'A' Grade (2nd Cycle)

Dr. N.G.P.- KalapattiRoad, Coimbatore-641048, Tamilnadu, India

Web: www.drngpasc.ac.in |Email: info@drngpasc.ac.in| Phone: +91-422-2369100

CIRCULAR

Date: 23.08.2015

Parents Teachers Association

It is proposed to convene the PTA committee meeting on 25.08.2015 at 10.30 am in Library Hall.

The following are the agenda for the meeting:

1. Discussion about organizing PTA meeting for academic year 2015-16.

All the committee members are requested to attend the meeting without fail.

Ravul
23/8/15

Co-ordinator



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Name of the Committee	: Parents Teachers Association
Academic Year	: 2015-2016
Meeting No.	: 01
Date & Time	: 25.08.2015&10.30 am
Venue	: Library Hall

MINUTES OF THE MEETING

The PTA Committee meeting was held on 25.08.2015 at 10.30 am in Library Hall.

Meeting Chair : Dr. P.R.Muthuswamy - Principal

The following members were present:

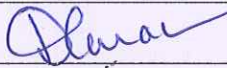
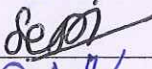
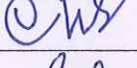

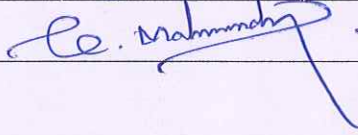
1. Dr.D.Parasakthi
2. Mr.S. Senthil Prabhu
3. Mrs.BharathiAnbarasan
4. Mr.D.Ramesh Kumar
5. Mr.K.Mahendran

The following agenda was discussed in the meeting:

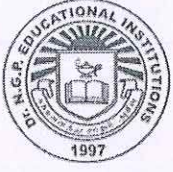
Agenda	Decision Taken
Schedule for Organizing PTA meeting	Discussed the month and date for organizing PTA
Approval for conducting PTA	Submission of approval letter


28/8/15
Co-ordinator

List of Committees members participated:

S. No.	Name	Signature
1.	Dr.D.Parasakthi	
2.	Mr.S. Senthil Prabhu	
3.	Mrs.BharathiAnbarasan	
4.	Mr.D.Ramesh Kumar	
5.	Mr.K.Mahendran	


Principal



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CIRCULAR

Date: 16.02.2016

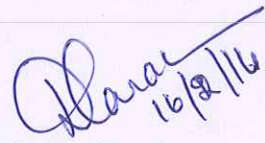
Parents Teachers Association

It is proposed to convene the PTA committee meeting on 18.02.2016 at 10.30 am in Library Hall.

The following are the agenda for the meeting:

1. Review & confirmation of the previous meeting.
2. Roles and responsibilities for upcoming PTA.

All the committee members are requested to attend the meeting without fail.


Co-ordinator



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Name of the Committee	: Parents Teachers Association
Academic Year	: 2015-2016
Meeting No.	: 02
Date & Time	: 16.02.2016 & 10.30 am
Venue	: Library Hall

MINUTES OF THE MEETING

The PTA Committee meeting was held on 18.02.2016 at 10.30 am in Library Hall.


Meeting Chair : Dr. P.R. Muthuswamy - Principal

The following members were present:

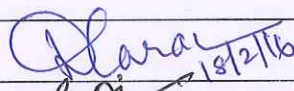
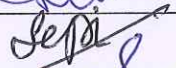
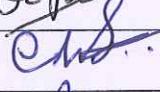
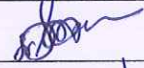
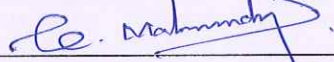
1. Dr.D.Parasakthi
2. Mr.S. Senthil Prabhu
3. Mrs.BharathiAnbarasan
4. Mr.D.Ramesh Kumar
5. Mr.K.Mahendran

The following agenda was discussed in the meeting:

Agenda	Decision Taken	Responsible Person
Venue Selection	Discussed on choosing venue and Stage decoration	Mr.D Ramesh Kumar, Department of Mathematics
Invitation	Invitation design and intimation to all departments	Dr. Anushya Department of Tamil
Video and Press Report	Video Screening, Report Preparation for press after Meeting	Mrs.Bharathi Anbarasan, Department of Computer Science
Lunch and Refreshment	Discussed on the items and letter to be submitted for approval	Mr. K. Mahendran, Department of Corporate Secretaryship
Report Proof reading	Report to be proof read Faculty-wise after meeting	Mr.S. Senthil Prabhu Department of Microbiology
Communication letter, Registration Forms, Feedback forms	Collecting Forms Faculty-wise	Mr. S. Senthil Prabhu Department of Microbiology
Registration, Discipline and volunteer Coordination	Registration and Discipline coordination	Mr. K. Mahendran, Department of Corporate Secretaryship


18/2/16
Co-ordinator

List of Committees members participated:

S. No.	Name	Signature
1.	Dr.D.Parasakthi	
2.	Mr.Senthil Prabhu	
3.	Mrs.BharathiAnbarasan	
4.	Mr.D.Ramesh Kumar	
5.	Mr.K.Mahendran	


Principal