



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: 07.07.2018

Parents Teachers Association

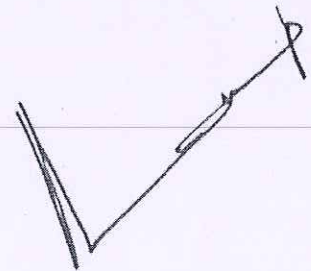
It is proposed to convene the PTA committee meeting on 11.07.2018 at 2.30 pm in Library Hall.

The following are the agenda for the meeting:

1. Discussion on organizing PTA meeting for academic year 2018-19.

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


Co-ordinator



Dean – Student Affairs



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Name of the Committee	: Parents Teachers Association
Academic Year	: 2018-2019
Meeting No.	: 01
Date & Time	: 11.07.2018 & 2.30 pm
Venue	: Library Hall

MINUTES OF THE MEETING

The PTA Committee meeting was held on 11.07.2018 at 2.30 pm in Library Hall.

Meeting Chair: Prof. Dr. V. Rajendran - Principal

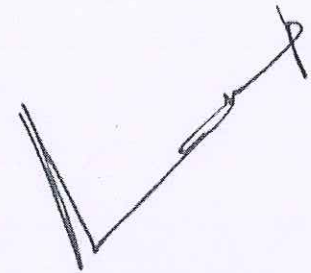
The following members were present:

1. Dr. V. Shanmugaraju,
2. Dr.P.B.Banudevi
3. Mrs.BharathiAnbarasan
4. Mr.D.Ramesh Kumar
5. Mr.K.Mahendran

The following agenda is discussed in the meeting:

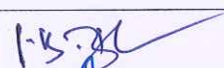
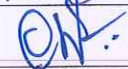
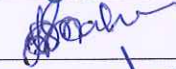
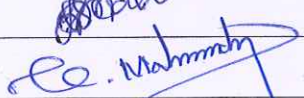
Agenda	Decision Taken
Schedule for Organizing PTA meeting	Discussed the month and date for organizing PTA
Approval for conducting PTA	Submission of approval letter


Co-ordinator



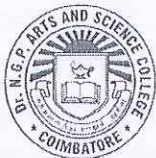
Dean – Student Affairs

List of Committees members participated:

S. No.	Name	Signature
1.	Dr. P. B. Banudevi	
2.	Mrs. Bharathi Anbarasan	
3.	Mr. D. Ramesh Kumar	
4.	Mr. K. Mahendran	



Principal



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CIRCULAR

Date: 15.09.2018

Parents Teachers Association

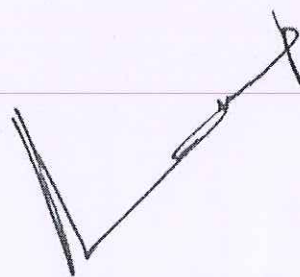
It is proposed to convene the PTA committee meeting on 17.09.2018 at 10.00 am in Library Hall.

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



Dean – Student Affairs



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Name of the Committee : Parents Teachers Association
Academic Year : 2018-2019
Meeting No. : 02
Date & Time : 17.09.2018 & 10.00 am
Venue : Library Hall

MINUTES OF THE MEETING

The PTA Committee meeting was held on 17.09.2018 at 10.00 am in Library Hall.

Meeting Chair: Prof. Dr. V. Rajendran - Principal

The following members were present:

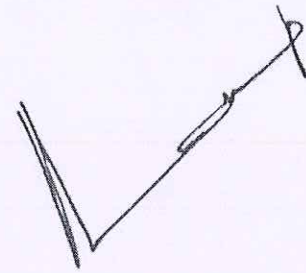
1. Dr. V. Shanmugaraju
2. Dr. P. B. Banudevi
3. Mrs. Bharathi Anbarasan
4. Mr. D. Ramesh Kumar
5. Mr. K. Mahendran

The following agenda is discussed in the meeting:

Agenda	Decision Taken	Responsible Person
Hall Arrangements	Discussed on Hall booking and Stage arrangement	Dr.S.Anusuya, Department of Tamil
Invitation	Invitation Preparation and	Mrs.Bharathi Anbarasan,


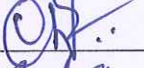
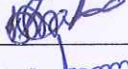
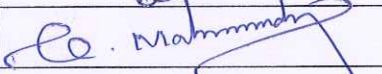
	Communication to all departments	Department of Computer Applications
Photograph and Press Communication	Video Screening, Report Preparation for press after Meeting	Mr.D.Ramesh Kumar, Department of Mathematics
Lunch and Refreshment	Discussed on the items and letter to be submitted for approval	Mr.K.Mahendran, Department of Corporate Secretaryship
Report Preparation	Report to be prepared Faculty-wise after meeting	Mrs.D.L.Nivetha, Department of Bio Technology
Feedback Collection	Collecting feedback Faculty-wise	Mr.S.Muruganantham, Department of Commerce (PA)

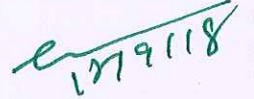

Co-ordinator



Dean – Student Affairs

List of Committees members participated:

S. No.	Name	Signature
1.	Dr. P. B. Banudevi	
2.	Mrs. Bharathi Anbarasan	
3.	Mr. D. Ramesh Kumar	
4.	Mr. K. Mahendran	


17/9/18

Principal