

Name of the Committee : **Parents Teachers Association**
Academic Year : 2022-23
Meeting No. : 03
Date & Time : 17.11.2022 & 3.30 PM
Venue : Seminar Hall II

Minutes of the Meeting

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

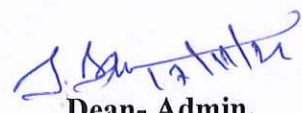
The Following members were present:

S.No	Faculty	Members
1	PTA Coordinator	Dr.C.Kumuthini
2	PTA Coordinator	Dr.V.Gurumoorthi
3	Basic And Applied Science	Mr. D. Sundar (Department Of Mathematics)
4	Bio Science	Dr. P. Deepak (Department Of Bio Technology)
5	Computer Science	Dr. M. Sangeetha (Department Of Computer Science)
6	Commerce	R. Swarna Lakshmi (Department Of Corporate Secretaryship)
7	Management	Dr. R. Latha (Department Of Management Studies)
8	Humanities	Dr. B. Vignesh (Department Of Tamil)
		Dr. C. M. Kanchana (Department Of English)

The following agenda is discussed in the meeting

- Allotted work to all Department In-charges
- Discussed venue of Reception
- Discussed and finalized the count of parents to be invited
- Discussed the means of collecting the feedback from the parents
- Venue & Menu of lunch to be provided were dicussed and finalized

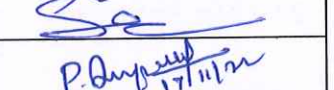
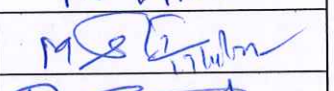
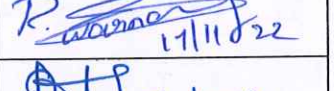
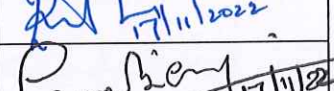
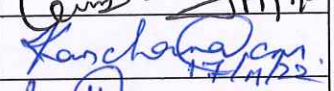
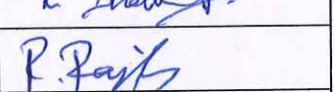
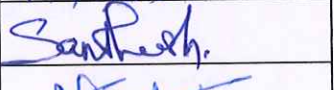
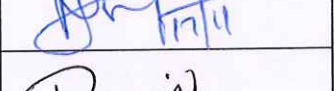
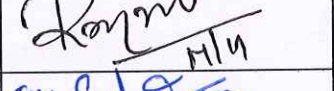
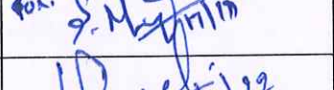
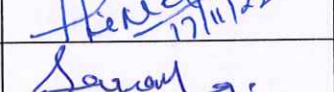
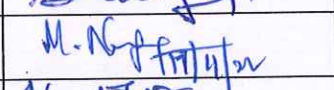
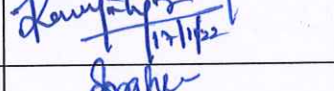
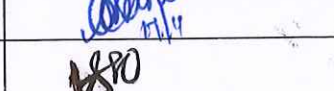
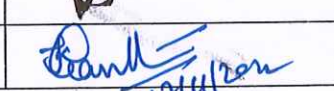

Co-ordinator - PTA


Dean- Admin.

1/20/2014

C. R. XIV

List of Committees members participated:

S.No	Name	Department	Signature
1	Dr.C.Kumuthini	Department of Computer Applications	
2	Dr.V.Gurumoorthi	Department of Commerce with Cost Accounting	
3	Mr.D. Sundar	Department of Mathematics	
4	Dr. P. Deepak	Department of Biotechnology	
5	Dr. M. Sangeetha	Department of Computer Science	
6	Ms. R. Swarna Lakshmi	Department of Corporate Secretaryship	
7	Dr. R. Latha	Department of Management Studies	
8	Dr. B. Vignesh	Department of Tamil	
9	Dr. C. M. Kanchana	Department of English	
10	Ms.S. Mercy Dayana	Department of Physics	
11	Mrs. K. Indhumathi	Department of Medical Physics	
12	Dr.R.Rajkumar	Department of Chemistry	
13	Mr. M. Santhosh Kumar	Department of Mathematics	
14	Mr. M.Venkateswaran.	Department of Catering Science & Hotel Management	
15	Ms. S.Ragavi	Department of Costume Design and Fashion	
16	Dr.D.Pradeepa	Department of Biochemistry	
17	Dr.M.Thiruselvi	Department of Clinical Laboratory Technology	
18	Dr. S.Saranya	Department of Biotechnology	
19	Ms. M. Nivethitha	Department of Microbiology	
20	Mrs. H. Kavya Jyothi	Department of Food Science and Nutrition	
21	Mrs. S. Maheshwari	Department of Computer Science	
22	Dr. A.C Sountharraj	Department of Computer Science Data Analytics	
23	Dr. K. Kavitha	Department of Computer	

		Applications	
24	Mrs.C.Malarvizhi	Department of Computer Technology	<i>Senalar</i> 17/11/2022
25	Mrs. P.Menaka	Department of Information Technology	<i>P. Menaka</i> 17/11/22
26	Dr.R.Senthilkumar	Department of Computer Science with Cognitive Systems	<i>Senthil</i>
27	Dr. N.Sathya	Department of Artificial Intelligence and Machine Learning	<i>N. Sathya</i> 17/11/22
28	Mr. P.Vimal Kumar	Department of Commerce	<i>P. Vimal Kumar</i> 27.11.22
29	Dr. C. Eahambaram	Department of Commerce with Computer Applications	<i>C. Eahambaram</i> 17/11/22
30	Mr. D. Senthilnathan	Department of Corporate Secretaryship	<i>D. Senthilnathan</i>
31	Ms. D. Malarvizhi	Department of Commerce with Information Technology	<i>D. Malarvizhi</i> 17/11/22
32	Dr. R. Mayilsamy	Department of Commerce with Professional Accounting	<i>R. Mayilsamy</i> 17/11/22
33	Mr. S.Vinoth Kumar	Department of Commerce - Finance	<i>S. Vinoth Kumar</i> 17/11/22
34	Dr. R.Vasanthi	Department of Commerce Banking & Insurance	<i>R. Vasanthi</i>
35	Dr. V. P. Amuthanayagi	Commerce in Business Process Services	<i>V. P. Amuthanayagi</i> 17/11/22
36	Mr. C.Balaji	Commerce with Business Analytics	<i>C. Balaji</i> 17/11/22
37	Mr. K.Chandrabose	International Business	<i>K. Chandrabose</i> 17/11/22
38	Mrs. T.Maheswari	Commerce Accounting Taxation	<i>T. Maheswari</i>
39	Dr. V.Gurumoorthi	Department of Commerce with Cost Accounting	<i>V. Gurumoorthi</i> 17/11/22
40	Mrs.V.Santhiya	Department of Management Studies	<i>V. Santhiya</i> 17/11/22
41	Ms. U.Suji	Department of Hospital Administration	<i>U. Suji</i> 17/11/22
42	Ms. K.Mohana Priya	Department of English	<i>K. Mohana Priya</i> 17/11/22

C. Senthil Kumar
17/11/22
Co-ordinator - PTA

Name of the Committee : **Parents Teachers Association**
 Academic Year : 2022-23
 Meeting No. : 02
 Date & Time : 16.11.2022 & 3.30 PM
 Venue : Seminar Hall II

Minutes of the Meeting

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

The Following members were present:

S.No	Faculty	Members
1	PTA Coordinator	Dr.C.Kumuthini
2	PTA Coordinator	Dr.V.Gurumoorthi
3	Basic And Applied Science	Mr. D. Sundar (Department Of Mathematics)
4	Bio Science	Dr. P. Deepak (Department Of Bio Technology)
5	Computer Science	Dr. M. Sangeetha (Department Of Computer Science)
6	Commerce	R. Swarna Lakshmi (Department Of Corporate Secretaryship)
7	Management	Dr. R. Latha (Department Of Management Studies)
8	Humanities	Dr. B. Vignesh (Department Of Tamil)
		Dr. C. M. Kanchana (Department Of English)

The following agenda is discussed in the meeting

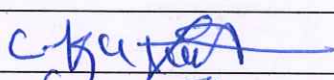
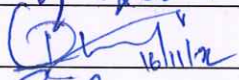
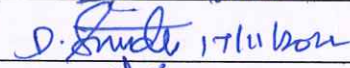
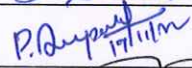
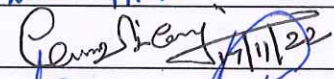
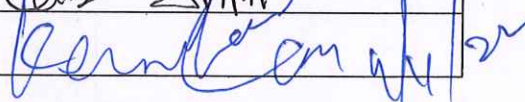
Agenda	Decision Taken	Responsible Person
Flex Designing	Get approval from principal for flex.	Dr. C.Kumuthini
MOC	Discussed on preparing Agenda for MoC.	Dr. C. M. Kanchana Dr. B. Vignesh
Hall Arrangement	Discussed on Hall Booking, Stage arrangement, mike arrangement , Name Board and Backdrop	Dr. R. Latha Dr.V.Gurumoorthi
Invitation	Invitation Preparation and communication to all departments	Dr. C.Kumuthini
Refreshment and Lunch Arrangement	Discussed the venue of refreshment and lunch and finalize count (600)	Dr. P. Deepak Mr. D. Sundar

Report Preparation	Discussed on preparing overall report	Dr. B. Vignesh Dr. C. M. Kanchana
Reception, registration	Discussed the venue and content to be printed on registration	Dr. M. Sangeetha
Photograph , Press and Media Communication, website updating, video camera	Video Screening, taking photograph and communicate the information for the press people	Dr. B. Vignesh Dr. P. Deepak
Feedback	Discussed to design feedback format and also collecting feedback from in the time of PTA from parents	Ms. R. Swarna Lakshmi
Video Clipping and PPT Presentation	Discussed on running video clipping about college merits and PPT presentation for faculty wise	Dr. M. Sangeetha Dr C.Kumuthini

Co-ordinator - PTA

Dean- Admin.

List of Committees members participated:

S.No	Name	Signature
1	Dr.C.Kumuthini	
2	Dr.V.Gurumoorthi	
3	Mr.D. Sundar	
4	Dr. P. Deepak	
5	Dr. M. Sangeetha	
6	Ms. R. Swarna Lakshmi	
7	Dr. R. Latha	
8	Dr. B. Vignesh	
9	Dr. C. M. Kanchana	

Co-ordinator - PTA

Name of the Committee : **Parents teachers Association**
 Academic Year : 2022-23
 Meeting No. : 01
 Date & Time : 10.11.2022 & 3.30 PM
 Venue : Seminar Hall II

Minutes of the Meeting

The PTA Committee Meeting was held on 10.11.2022 at 3.30 PM in Seminar Hall II

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

The Following members were present:

1. Dr.C.Kumuthini
2. Dr.V.Gurumoorthi
3. Mr. D. Sundar
4. Dr. P. Deepak
5. Dr. M. Sangeetha
6. Ms. R. Swarna Lakshmi
7. Dr. R. Latha
8. Dr. B. Vignesh
9. Dr. C. M. Kanchana

The following agenda is discussed in the meeting

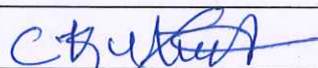
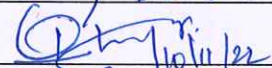
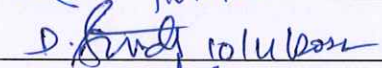
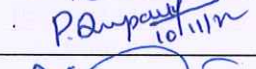
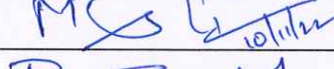
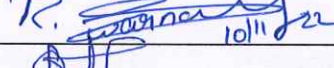
Agenda	Decision Taken	Responsible Person
Schedule for Organizing PTA Meeting	Discussed the date and time for PTA	-
Agenda and circular	Discussed the preparations of agenda and circular	Dr. C. M. Kanchana
MOC		Dr. C. M. Kanchana Dr. B. Vignesh
Hall Arrangement	Discussed on Hall Booking, Stage arrangement, mike arrangement , Name Board and Backdrop	Dr. R. Latha Dr.V.Gurumoorthi
Invitation	Invitation Preparation and communication to all departments	Dr. C.Kumuthini

Refreshment and Lunch Arrangement	Discussed the venue of refreshment and lunch	Dr. P. Deepak Mr. D. Sundar
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Co-ordinator

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6	Ms. R. Swarna Lakshmi	
7	Dr. R. Latha	
8	Dr. B. Vignesh	
9	Dr. C. M. Kanchana	