



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

COPY

Ref No: DRNGPASC-ADMIN/2019-20/171-184

01.11.2019

Dear Sir/Madam,

Sub: Dr. N. G. P. Arts and Science College – Strategic Planning and Execution Committee Meeting - Invitation - Reg.

Greetings from Dr. N. G. P. Arts and Science College!!!

We would like to bring to your kind attention that the Strategic Planning and Execution Committee Meeting is convened on 06/11/2019. We solicit your esteemed presence in the meeting and contribute your valuable suggestions for further progression.

Thanking you,

Yours sincerely,

(Prof. Dr. V.RAJENDRAN)

Principal



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

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Ref.No.	To
DRNGPASC/ADMIN/2019-20/171	Dr.O.T.Buvaneeswaran Chief Executive Officer KMCR and Educational Trust Coimbatore - 641048
DRNGPASC/ADMIN/2019-20/172	Dr.M.Natesan Senior Administrative Officer KMCR and Educational Trust Coimbatore - 641048
DRNGPASC/ADMIN/2019-20/173	Mr.P.Muruganathan Finance Controller KMCR and Educational Trust Coimbatore - 641048
DRNGPASC/ADMIN/2019-20/174	Dr.V.Thiagarasu Principal Gobi Arts and Science College Gobichettipalayam - 638476
DRNGPASC/ADMIN/2019-20/175	Dr. D. Geetharamani Dean-Academics Dr.N.G.P. Arts and Science College Coimbatore - 641048
DRNGPASC/ADMIN/2019-20/176	Dr. S. Saravanan Dean-Administration Dr.N.G.P. Arts and Science College Coimbatore - 641048
DRNGPASC/ADMIN/2019-20/177	Dr.V.Shanmugaraju Dean-Student Affairs Dr.N.G.P. Arts and Science College Coimbatore - 641048
DRNGPASC/ADMIN/2019-20/178	Dr. S. Balasubramanian Dean-Research & Development Dr.N.G.P. Arts and Science College Coimbatore - 641048
DRNGPASC/ADMIN/2019-20/179	Dr.M.Ashok Kumar Controller of Examinations Dr.N.G.P. Arts and Science College Coimbatore - 641048
DRNGPASC/ADMIN/2019-20/180	Dr.C.Selvakumar Department of Physics Dr.N.G.P. Arts and Science College Coimbatore - 641048



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DRNGPASC/ADMIN/2019-20/181	Dr.S.Gowri Department of Bio Chemistry Dr.N.G.P. Arts and Science College Coimbatore - 641048
DRNGPASC/ADMIN/2019-20/182	Dr.Rosliline Jeetha Department of Computer Science Dr.N.G.P. Arts and Science College Coimbatore - 641048
DRNGPASC/ADMIN/2019-20/183	Dr.S.Mohanraj Department of Commerce with International Business Dr.N.G.P. Arts and Science College Coimbatore – 641048
DRNGPASC/ADMIN/2019-20/184	Dr.V.Uma Department of Hospital Administration Dr.N.G.P. Arts and Science College Coimbatore – 641048

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**Strategic Planning
and
Execution Committee**

AY 2019-20

Name of the Committee	: Strategic Planning and Execution Committee
Academic Year	: 2019 - 20
Meeting No.	: 1
Date & Time	: 06/11/2019 & 4.00.p.m.
Venue	: IQAC Room

MINUTES OF THE MEETING

The Strategic Planning and Execution Committee meeting was held on 06/11/201 at 4.00 pm in IQAC Room.

The following members were present:

1. Dr.V.Rajendran
Principal
Dr.N.G.P. Arts and Science College
2. Dr.O.T.Buvaneswaran
Chief Executive Officer
KMCR and Educational Trust
3. Dr.M.Natesan
Senior Administrative Officer
KMCR and Educational Trust
4. Mr.P.Muruganathan
Finance Controller
KMCR and Educational Trust
5. Dr.V.Thiagarasu
Principal
Gobi Arts and Science College





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6. Dr. D. Geetharamani
Dean-Academics
Dr.N.G.P. Arts and Science College
7. Dr. S. Saravanan
Dean-Administration
Dr.N.G.P. Arts and Science College
8. Dr.V.Shanmugaraju
Dean-Student Affairs
Dr.N.G.P. Arts and Science College
9. Dr. S. Balasubramanian
Dean-Research & Development
Dr.N.G.P. Arts and Science College
10. Dr.M.Ashok Kumar
Controller of Examinations
Dr.N.G.P. Arts and Science College
11. Dr.C.Selvakumar
Department of Physics
Dr.N.G.P. Arts and Science College
12. Dr.S.Gowri
Department of Bio Chemistry
Dr.N.G.P. Arts and Science College
13. Dr.RoslilineJeetha
Department of Computer Science
Dr.N.G.P. Arts and Science College





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14. Dr.S.Mohanraj

Department of Commerce with International Business

Dr.N.G.P. Arts and Science College

15. Dr.V.Uma

Department of Hospital Administration

Dr.N.G.P. Arts and Science College

The following agenda is discussed in the meeting:

Agenda No.	Agenda	Execution of strategic plans	Responsible Person
1	To discuss the details of International/ National conferences	The details of International / National Conferences conducted by Various Faculty were discussed and recorded	Dean- Administration
2	To discuss the details of grants received	The details of grants received from various funding bodies were discussed and recorded	Dean- R&D
3	To discuss the details of faculty development programmes and guest lectures	Details of the Faculty Development Programmes were discussed and recorded. The guest lecturers were discussed and recorded	Dean- Academics





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4	To discuss the details of Science Academics lecture workshops and national and international conferences	The details of Science Academics lecture, workshops and national and International Seminars were discussed	Dean- R&D
5	To discuss the details and initiatives taken by Center for digital learning	The attributes and the initiatives taken by the Center for Digital learning were discussed and recorded	Dean- Academics
6	To discuss the details of research papers and publications and presentations	The attributes and the initiatives taken by the Center for Digital learning were discussed and recorded	Dean- R&D
7	To discuss the details of research proposals submitted to various funding agencies	The factors in regard to the research proposals were executed	Dean- R&D
8	Discussion on consultancy works undertaken and the DST-INSPIRE programme	The details of Consultancy works undertaken and the DST-INSPIRE Programme were discussed and recorded	Dean- R&D
9	Discussion on the details of awards and recognitions received by students and staff	The details of the Patents and Copy sights were discussed and recorded	IQAC
10	To discuss the details of patent and copyrights	The details of the Patents and Copy sights were discussed and recorded	Dean - R&D
11	To discuss the details of scholarships to students	The details of the Scholarship to students were discussed and recorded	Dean- Administration





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12	Discussion on the details of placement activities and campus placements	The details of placement activities and the campus placements were discussed and recorded	Dean- Academics
13	Details of alumni cell activities	The particulars of alumni call activities were discussed and recorded	Dean- Academics
14	Details of sports achievements and the participation	The details of sports achievements and the participation in various tournaments were discussed and recorded	Dean- Students Affair
15	New courses like Research Methodology, Innovations, IPR and Entrepreneurship are to be introduced as per the direction of MHRD	New courses like Research Methodology, Innovations, IPR and Entrepreneurship were introduced as per the direction of MHRD	Dean - R&D
16	PG diploma/diploma courses/certificate courses are to be initiated	PG diploma/diploma courses/certificate courses were initiated in the upcoming year	Dean - Academics
17	A proposal for the enhancement the skill sets of students through job oriented courses (JOC)	A proposal is submitted to enhance the skill sets of students through job oriented courses (JOC) from the AY 2019 -20	Dean - Academics





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18	Constitution of BoS	BoS is constituted with representatives from IITs, IIMs, IISc, and other institutes of National Repute, experts from industries like CDAC, TCS, CTS, Bioline and other central and state laboratories	Dean - Academics
19	Discussion on syllabi / regulations for all the UG and PG Programmes	The syllabi / regulations for all the UG and PG Programmes were authorized by the Chairman for empowering the Heads / Chairperson of the various boards for implementing the changes	Dean - Academics
20	Outcome Based Education (OBE) Model Curriculum	Outcome Based Education (OBE) Model Curriculum has been evolved	Dean - Academics
21	Mandatory Credit for programme	Mandatory Credit for programme has been completed : UG: 140; PG: 90	Dean - Academics
22	Candidate to be claimed maximum of 1 Credit	Candidates have claimed a maximum of 1 Credit under each category listed	Dean - Academics
23	Guidelines are to be framed to enhance the effectiveness of practical classes for UG and PG	Guidelines have been framed to enhance the effectiveness of practical classes for UG and PG	Dean - Academics
24	Constitution of NAAC committee	NAAC committee has been constituted to collect all the necessary documents, process the data and update the mandatory documents as per the NAAC requirement	Dean – Academics & Dean - R&D





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25	Formation of Academic Career Development Cell	Academic Career Development Cell has been formed by merging the Higher Education Club and Study Abroad Club to guide students aiming for Higher Studies in reputed Indian and Foreign Universities	ACDC
26	Implementation of UG and PG Projects from the A.Y. 2019 – 20	UG and PG Projects from the A.Y. 2019 – 20 were implemented	Dean - R&D
27	Initiation for the Guidelines for chairman and chief examiner of valuation board	Guidelines for chairman and chief examiner of valuation board have been initiated	CoE
28	Formation of Institutional Ethical Committee (IEC) from the academic year 2019-20	Institutional Ethical Committee (IEC) from the AY 2019-20 to be formed	Dean – Students Affairs
29	Formation of Institutional Biosafety Committee (IBSC) from the academic year 2019-20	Institutional Biosafety Committee (IBSC) from the AY 2019-20 formed	Dean - Administration
30	Formation of Research Advisory Committee (RAC)	Research Advisory Committee (RAC) has been formed	Dean - R&D





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31	Formation of Research paper reports/ papers publication from the academic year 2019-20 guidelines	Research paper reports/ papers publication from the AY 2019-20 guidelines were formed	Dean - R&D
32	Launching of Advance Learner Course (ALC)	Advance Learner Course (ALC) needs to be launched	Dean – Academics
33	Budget For Academic Year 2019-2020	The Budget For AY 2019-20 has been framed	Principal
34	Appointment of new staff	Appointment of new staff has been done for the upcoming academic year	Principal
35	International / National Conferences /Guest lectures and Extension activities / International and National seminars / Workshops	International / National Conferences /Guest lectures and Extension activities / International and National seminars / Workshops are framed according to the regulations	Dean – Administration
36	Conducting Faculty Development Programmes (FDP)	Faculty Development Programmes (FDP) were conducted for the teaching and non-teaching staff	Dean – Academics
37	Formulation of Center for Digital Learning.	Activities are formulated for the Center for Digital Learning	Dean – Students affairs





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38	Initiating an association on academic activities	Initiating an association on academic activities such as providing innovative courses, organizing seminar, Conference, Symposia to promote student and faculty exchange training in industry and to develop research programmes	Dean - Academics
39	Instituting Faculty wise endowments	Faculty wise endowments are to be instituted	Dean - Academics
40	Video lectures and tutorials to students	In order to facilitate anywhere anytime learning and repeated access to learning resources, a diverse set of video lectures are to be done by the staff members of the institution	Dean - Academics
41	To enrich the Attendance Proforma	To enrich the Attendance Proforma of students and Proforma - 9 and Proforma -10 in addition to the existing Proforma-8 need to be added.	Dean - Academics
42	Credit for Under-Graduate and Post-Graduate students	All the Under-Graduate and Post-Graduate students who have passed Courses offered by National Council of Vocational and Research Training (NCVRT) are to be given one extra credit per completed Course.	Dean - Academics
43	EDAC is to submit its recommendation	EDAC is to submit its recommendation for all examination related malpractices and the same to be adopted.	CoE
44	Abbreviations in the Statement of Marks	The list of abbreviations to be given in the Statement of Marks / other mark statements	CoE





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45	Revision of examination fee and examiner remuneration	The examination fee and examiner remuneration need to be revised.	Dean - Academics
46	Convening to issue duplicate statement of marks	Initiation to submit an approval to issue duplicate statement of marks, Rank certificate and consolidated mark statements to students upon submission of Non-Traceable Certificate from Police Station by the student from 01st January 2020 and onwards.	CoE
47	Committee to stop malpractices in the examination	Committee has to be formed in order to stop malpractices committed.	CoE
48	Revised Roles and Responsibilities of CoE, ACoEs	Approval is to be requested for the revised Roles and Responsibilities of CoE, ACoEs and other staff members of the CoE office.	Dean - Academics
49	Lab on Project and student start-up	To support staff with Research potential, student proposals for Lab on Project and student start-up, Management need to propose to grant financial support in the form of seed money	Dean – Academics & Dean - Administration
50	360 degree process of staff feedback	360 degree process of staff feedback to be adopted to analyse the performance of staff in the perception of people who work closely with them.	ACDC





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51	Contributions of staff members in Academic, Research and Development	The Contributions of staff members in Academic, Research and Development and Administrative domain to be duly recognized by promotion in their academic position.	Dean - R&D
52	Equal Opportunity Cell (EOC), Waste Management Committee (WMC) and Women and Gender Development Cell (WGDC)	Equal Opportunity Cell (EOC), Waste Management Committee (WMC) and Women and Gender Development Cell (WGDC) are to be established in the college.	Dean – Students Affairs
53	Recognized as a Center by NTA	Dr.N.G.P. Arts and Science College needs to be recognized as a Center by NTA, Govt. of India.	CoE
54	Approval of National Academic Depository	Dr.N.G.P. Arts and Science College needs to be recognized as a Center by NTA, Govt. of India.	Dean - Administration
55	Approval of Publications of Dr NGPASC	Publications of Dr NGPASC to be approved.	Dean – Academics
56	Institution Innovation Council	Institution Innovation Council to be established for the calendar year 2019-20 at Dr. N.G.P. Arts and Science College as per the norms of MHRD's Innovation Cell, Govt. of India.	Dean - R&D
57	Establishment of UBA	UBA to be established at our College to support indigenous and sustainable rural development.	Dean - R&D





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58	International / National Conferences / Seminars / Workshops	International / National Conferences / Seminars / Workshops to be organized.	Dean – Academics
59	Center for digital learning	Center for digital learning has to be introduced to encourage students to learn anytime, anywhere by providing guidance to various e learning programmes available.	Dean - Academics
60	'Hands-on' exposure	To enhance the quality of the teaching and learning by stimulating original thinking through 'hands-on' exposure to experimental work, the following activities are to be organized under the flagship of DBT STAR programme.	Principal
61	Textbooks / Research Papers Publication And Paper Presentations	Textbooks / Research Papers Publication And Paper Presentations by Staff are to be detailed.	Principal
62	Grants - In – Aid Received From Funding Agencies	Details Of Grants - In – Aid Received From Funding Agencies are to be noticed.	Dean - R & D
63	Research Proposal Submitted To Funding During June – December	Details of Research Proposal Submitted to Funding During June – December, 2019 are to be noted and discussed.	Dean - R & D
64	The consultancy services	Details of the consultancy services carried out by staff and students during June to December 2019 are to be discussed.	Dean - R & D





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65	Identification of Unique Selling Points	Unique Selling Points have to be identified in the domains such as academic, administrative affairs, research and development and student affairs.	Dean - Administration
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6/11/2019
(Prof. Dr. V. Rajendran)

(Chairman)

Strategic Planning and Execution Committee





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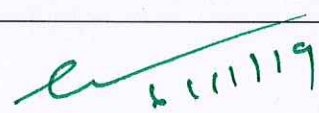





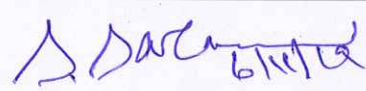
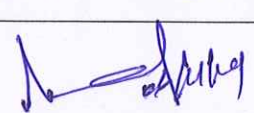
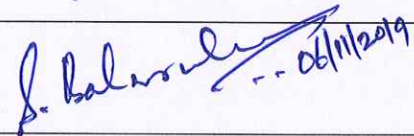
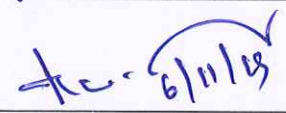

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Strategic Planning and Execution Committee Meeting

Venue: IQAC Room

Date: 06/11/2019

Time: 4 pm

S. No.	Name	Signature
1.	Prof.Dr.V.Rajendran Principal Dr.N.G.P. Arts and Science College	
2.	Dr.O.T.Buvaneshwaran Chief Executive Officer KMCR and Educational Trust	
3.	Dr.M.Natesan Senior Administrative Officer KMCR and Educational Trust	
4.	Mr.P.Muruganathan Finance Controller KMCR and Educational Trust	
5.	Dr. V. Thiagarasu Principal Gobi Arts and Science College	
6.	Dr. D. Geetharamani Dean-Academics Dr.N.G.P. Arts and Science College	
7.	Dr. S. Saravanan Dean-Administration Dr.N.G.P. Arts and Science College	
8.	Dr.V.Shanmugaraju Dean-Student Affairs Dr.N.G.P. Arts and Science College	
9.	Dr. S. Balasubramanian Dean-Research & Development Dr.N.G.P. Arts and Science College	
10.	Dr.M.Ashok Kumar Controller of Examinations Dr.N.G.P. Arts and Science College	
11.	Dr.C.Selvakumar Department of Physics Dr.N.G.P. Arts and Science College	

12.	Dr.S.Gowri Department of Bio Chemistry Dr.N.G.P. Arts and Science College	<i>hansri</i> 6/11/2019
13.	Dr.Rosliline Jeetha Department of Computer Science Dr.N.G.P. Arts and Science College	<i>R. Jeetha</i> 6/11/2019.
14.	Dr.S.Mohanraj Department of Commerce with International Business Dr.N.G.P. Arts and Science College	<i>S.M.</i> 6/11/19
15.	Dr.V.Uma Department of Hospital Administration Dr.N.G.P. Arts and Science College	<i>D-V</i> 6/11/2019