



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

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)  
Approved by Government of Tamil Nadu & Accredited by NAAC with 'A' Grade (2<sup>nd</sup> Cycle)

### CIRCULAR

Date: 14.07.2017


### CLASS COMMITTEE MEETING

It is proposed to convene Class Committee meeting on 18.07.2017 at 12:15 p.m in PG Seminar hall.

The following are the agenda of the meeting:

1. Work Allotment
2. Monitoring
3. Class committee meeting with students
4. Collection of reports and consolidation

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

  
14/7/2017  
Co-ordinator  
(Dr.T.Indhumathi)

  
Principal  
14/7



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**Name of the Committee** : Class Committee  
**Academic Year** : 2017-18  
**Meeting No** : 01  
**Date & Time** : 18.07.2017&12:15 p.m  
**Venue** : PG Seminar Hall

### **MINUTES OF THE MEETING**

It is proposed to convene Class Committee meeting on 18.07.2017 at 12:15 p.min PG Seminar Hall.

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

The following members were present:

1. Mrs.M.Thiruselvi
2. Dr.Nisha Jayasankar
3. Dr.V.Vinothini
4. Mrs.J.Princy
5. Dr.N.Renugadevi
6. Ms.G.Hemalatha
7. Mrs.M.BanuRekha
8. Mrs.V.Agila

The following agenda discussed in the meeting:

<b>Agenda</b>	<b>Decision Taken</b>
Work Allotment	Dr.V.Vinothini had taken in charge to prepare and post the circular to all the staff members' mail.
Monitoring	Mrs.M.Thiruselvi&Dr.Nisha Jayasankar were monitored

	the students presence during the Meeting.
Class committee meeting with students	class committee meeting was scheduled from 21.07.2017 to 25.07.2017 for all the department students
Collection of reports and consolidation	Dr.T.Indhumathi was collected report from all the departments and consolidated and submitted it to the principal.

T. Indhumathi  
Co-ordinator

The following members were present:

S. No.	Name	Signature
1	Mrs.M.Thiruselvi	
2	Dr.Nisha Jayasankar	
3	Dr.V.Vinothini	
4	Mrs.J.Princy	
5	Dr.N.Renugadevi	
6	Ms.G.Hemalatha	
7	Mrs.M.BanuRekha	
8	Mrs.V.Agila	

  
Principal





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**CIRCULAR**

**Date: 21.08.2017**


**CLASS COMMITTEE MEETING**

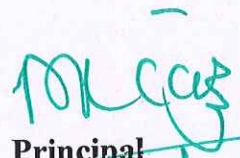
It is proposed to convene Class Committee meeting on 24.08.2017 at 1:15 p.m in PG Seminar hall.

The following are the agenda for the meeting:

1. Arrangements
2. Schedule of Meeting
3. Student Interaction
4. Venue
5. Particulars

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

  
Co-ordinator  
(Dr.T.Indhumathi)

  
Principal  
21/08



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**Name of the Committee** : Class Committee  
**Academic Year** : 2017-18  
**Meeting No** : 02  
**Date & Time** : 24.08.2017 at 1:15 p.m  
**Venue** : PG Seminar Hall

### MINUTES OF THE MEETING

It is proposed to convene Class Committee meeting on 24.08.2017 at 1:15 p.m in PG Seminar Hall.

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

The following members were present:

1. Mrs.M.Thiruselvi
2. Dr.Nisha Jayasankar
3. Dr.V.Vinothini
4. Mrs.J.Princy
5. Dr.N.Renugadevi
6. Ms.G.Hemalatha
7. Mrs.M.BanuRekha
8. Mrs.V.Agila

The following agenda were discussed in the meeting:




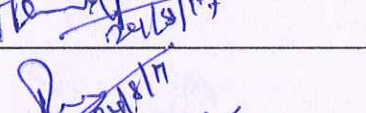



Agenda	Decision Taken
Students Assembly	class committee meeting was scheduled from 29.08.2017 to 01.09.2017 for all the department students




Students Participation	Different students from all the sections of UG and PG department participated
Interaction with Students	Other department HoD's and the principal interacted with them.
Performance and evaluation	Authorities may interacted with students regarding the Syllabus coverage, communication etc.,

  
Co-ordinator

The following members were present:

S. No.	Name	Signature
1	Mrs.M.Thiruselvi	
2	Dr.Nisha Jayasankar	
3	Dr.V.Vinothini	
4	Mrs.J.Princy	
5	Dr.N.Renugadevi	
6	Ms.G.Hemalatha	
7	Mrs.M.BanuRekha	
8	Mrs.V.Agila	

  
Principal