

### Minutes of the Meeting

- The Meeting of Magazine Committee was conducted at IQAC Cell in the college Premises on 2/08/2019 between 3.30 PM and 4.30 PM
- The following Members were present:
1. Dr.A.Ponnusamy  
Principal , HICAS
  2. Dr.R. Rameshkumar  
Professor, Department of Languages Chair Person
  3. Dr. T. Anbuchelvi  
Associate Professor & Head, Department of Tamil Member
  4. Mrs. P. Hemashree  
Assistant Professor , Department of MCA Member
  5. Dr. C. Thiruvengadam  
Associate Professor, Department of Tamil Member
  6. Dr.. C. R .Smitha  
Assistant Professor, Department of Languages Member
  7. Mr. R. Mathan  
Associate Professor, Department of Visual Communication Member
  8. Dr. S. Jeyalakshmi  
Associate Professor, Department of English Member

*Jeyalakshmi*

- Decided to Publish College Newsletter for every quarter of the academic year.
  - June – August
  - September – November
  - December – March
- Title for college Newsletter was finalised as “Hindusthan Newsletter”
- Here forth, decided to publish College Magazine along with the Annual Report.
- Publication of students’ Articles in the College Magazine is to be encouraged.
- All departments should coordinate and contribute in the process.
- Designing of college magazine is assigned to the department of Visual Communication.
- Editorial Board was finalised.
- Printing Cost of the Newsletter to be finalised.
- In particular Designing of the magazine as well as the perfection of Photography should be highly monitored.
- 12. Co-Ordinators from each department would be selected and their involvement is required.
- 13. The incharge faculty of the weekly report would be assigned to be the Co-coordinators
- 14. Separate Email ID for the Committee must be created.

  
**PRINCIPAL**  
Hindusthan College of Arts and Science  
Hindusthan Gardens, Behind Nava India.  
Coimbatore - 641 028.

Jeyalakshmi  
3/8/19

The following members were present .

- 1 Dr. R. Rameshkumar  
professor Department of Languages
- 2 Dr. T. Anbuselvi  
Asso prof. (head. Dept of Tamil)
- 3 Mrs. P. Hemashree  
Asst prof. Dept of MCA
- 4 Dr. C. Thiruvengadam  
Asso. Prof. Dept of Tamil
- 5 Dr. C. R. Smitha  
Asst prof Dept Languages
- 6 Mr. R. Mathan  
Asso prof. Dept of Vis Com
- 7 Dr. S. Jeyalakshmi  
Asso prof Dept of English

Sj

Magazine Committee Meeting was conducted on 7.8.19 between 1. 30 pm to 2.00 . pm at Library Seminar Hall.

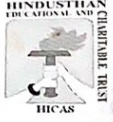
All the HoDs, Department Co-Ordinators and In charges of various Club activities were present.

1. Informed the aim and objectives of the committee
2. Magazine executive plans and arrivals of news letter are informed
3. Decided to publish the first newsletter in the first week of September.
4. Requirements are also informed
5. Club activities must be brought to the knowledge of the committee.
6. Format of the content was instructed
7. Insisted about the quality of photos.
8. Email id was created and informed to all for all the further correspondences.
9. Suggestions and clarifications enquired.
10. It was planned to send the reports at every month end.

  
PRINCIPAL

Hindusthan College of Arts and Science  
Hindusthan Gardens, Behind Nava India,  
Coimbatore - 641 023.

Jeyalakshmi  
8/8/19



# Hindusthan College of Arts & Science (Autonomous)

Internal Quality Assurance Cell

02.08.2019

6.9.19

## MAGAZINE COMMITTEE

Sl. No	Name	Department	Signature
1.	Dr.R. Rameshkumar	Professor, Department of Languages	
2.	Dr. T. Anbuchelvi	Associate Professor & Head, Department of Tamil	T. Anbuchelvi 2/8/19
3.	Mrs. P. Hemashree	Assistant Professor , Department of MCA	
4.	Dr. C. Thiruvengadam	Associate Professor, Department of Tamil	C. Thiruvengadam 2/8/19
5.	Dy. Mrs. C. R .Smitha	Assistant Professor, Department of Languages	Smitha 2/8/19
6.	Mr. R. Mathan	Associate Professor, Department of Visual Communication	
7.	Dr. S. Jeyalakshmi	Associate Professor, Department of English	Jeyalakshmi 2/8/19

Principal

**PRINCIPAL**  
Hindusthan College of Arts and Science  
Hindusthan Gardens, Behind Nava India,  
Coimbatore - 641 029.

Magazine Committee meeting was conducted on 6/9/19 between 2.00 pm to 3.30 pm, at Library Seminar Hall.

Mrs. P. Homasree, Asst Professor & member welcomed the gathering.

The Head of the magazine Committee Dr. R. Rameshkumar requested our principal Dr. A. Ponnusamy to release the College Newsletter for the first quarter of the academic year "Impressions" June - August 2019 & it was received by our vice principal Dr. Dhilip Kumar, Head, Department of Tamil.

Dr. A. Ponnusamy, Principal congratulated all the members of the Committee for the endeavour.

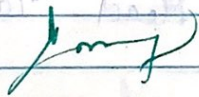
Dr. Dhilip Kumar, Head, Dept of Tamil felicitated and thanked the principal for the constant motivation that he had given for the newsletter team.

Dr. A. Rameshkumar, chair, the magazine Committee shared his views on the effort that offered to the success of the work. He specially appreciated the hardwork rendered by the students' volunteers of Visual Communication department.

for the proper completion of the  
Hard copies.

Then, Sir extended the guidance  
rendered by our principal and also  
the support and help given by  
all the Head of the Department  
Co ordinators, Club activities incharge  
for their prompt correspondences.

Then Sir delivered vote of thanks  
at the end of the event.



**PRINCIPAL**

**Hindusthan College of Arts and Science  
Hindusthan Gardens, Behind Navy India,  
Colombatore - 641 028.**

Syaleb  
7/9/19

The Megamini Committee  
was conducted at IQAC cell  
in the College premises on  
12/9/19 at 3.00 P.M.

The following members  
were present :

1. Dr. R. Rameshkumar  
Professor, Dept of Languages
2. Dr. T. Anbuchelvi  
Asst prof & Head Tamil.
3. Mrs P. Hemashree  
Asst prof. Dept of MCA
4. Dr. C. Thirurengadam  
Asso Prof. Dept of Tamil.
5. Dr. C.R. Smitha  
Asst prof, Dept of Language,
6. Mr. R. Mather.  
Asso Prof. Dept of Vis. Com.
7. Dr. S. Jeyalakshmi  
Asso prof Dept of English

S/ 12/9/19



In connection with the forthcoming College Magazine 2019, the meeting was conducted to discuss the things to be executed towards the perfection of the Magazine.

Page Allotment of the Contents was discussed.

It is decided that the heads of the Dept are in charge in shortlisting the articles of the Dept as well their students.


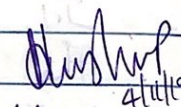
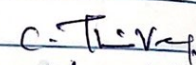
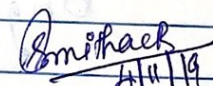
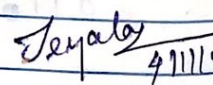
It is decided that, on or before the month of February the articles must be collected, finalized.

Poems, Essays, technical Articles, Drawings can be given, where Originality is highly expected.

It is decided to allot 5 pages per each department. Annual Report will be included in that and 3 pages have been allotted and for the Gallery 8 pages have been allotted.

The magazine Committee meeting was conducted at IQAC Cell on 4/11/19 at 2.30

The following members were present.

1. Dr. R. Rameshkumar   
Prof. Dept of Languages
2. Dr. T. Anbuselvi  
Asst prof by head, Dept of Tamil
3. Ms. P. Hemashree   
Asst prof Dept of MCA
4. Dr. C. Thiruvengadam   
Asst prof Dept of Tamil
5. Dr. C.R. Smitha   
Asst prof. Dept of Languages
6. Mr. R. Mathan  
Asst prof Dept of Vis. Com.
7. Dr. S. Jeyalakshmi   
Asst prof, Dept of E/Inb.

The meeting was conducted regarding the forthcoming arrival of the college magazine 2019, as well as for the newsletters 2019 September to November.

As already instructed, quality of the photographs, content, etc. are expected.

It is decided to collect articles on or before 20.11.2019, for the newsletters and for the college magazine 31.12.19 of January.

The meeting was followed by another meeting with all the ~~Key~~ Departmental Co-ordinators.

The Coordinators have recorded their valuable suggestions for the perfection of the publication.

Dr. Ramesh Kumar Sir shared the special appreciation of the principal for the endeavours of magazine committee members.

He asked all the coordinators to give achievements of staff & students separately and also he recommended the link to which the articles to be sent at "hira.magazine@hindusthan.net".

The meeting came to an end at 3.30 PM.


(Principal)

**PRINCIPAL**  
Hindusthan College of Arts and Science  
Hindusthan Gardens, Behind Nava India,  
Chimatoor - 641 028.

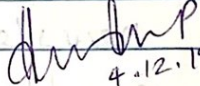
Seyalath  
5/11/19

Committee meeting was conducted  
at IQAR Cell on 4/12/19 at  
1.30 PM.


The following members were  
present


1. D. Rameshkumar, R. 

2. Dr. T. Anbuselvi T. Anbuselvi  
4/12/19

3. Mrs. P. Hemashree   
4.12.19

4. Dr. C. Thirurengadam C. Thirurengadam  
9/12/19

5. Dr. C. R. Smitha   
9/12/19

6. Mr. R. Nathan   
9/12

7. Dr. S. Jeyalakshmi Jeyalakshmi  
9/12/19

It is insisted to complete  
the magazine preparation on or  
before 30 January 2019

It is finalised to allot  
in charges to collect articles for  
magazine: Totally 44 departments  
Each 6 departments will be  
given each magazine committee  
members.

1. Dr. C. Thiruvengadam 9915650591

1. General Commerce
2. Commerce CA
3. Commerce PTIB
4. Commerce IB
5. Commerce PA
6. Commerce CS

2. Dr. S. Jeyalakshmi 9894244655

1. ENGLISH
2. Computer Science
3. CT
4. IT
5. BCA
6. MCA

3. Dr. T. Anbuchelvi 9994146996

1. Tamil
2. BBA
3. BBA CA
4. MBA
5. Catering
6. CDF

4. Dr. C.R. Smitha 7907892627

1. Maths
2. Vis Com.
3. BT
4. Microbiology
5. Electronics
6. Social work

Mobile numbers of all the members to be given to their allotted department's Coordinators.

Circulars will be sent to all depts in connection with it.

Only soft copy will be accepted for articles.

Format alignment should be strictly monitored.

Committee Id is :

[hicasmagazine@hindustan.net](mailto:hicasmagazine@hindustan.net)

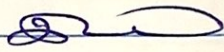
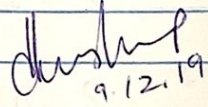
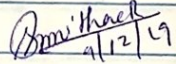
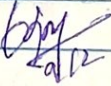
pass word is :  
newsletters

The meeting came to an end at 2.10 PM

Jyoti  
5/12/19

Committee Meeting was  
conducted at IQAC Cell on  
9/12/19 at 1.40 PM.

The following members were present

1. Dr. R. Rameshkumar 
2. Dr. T. Anbukkvi T. Anbukkvi  
9/12/19
3. Mrs P. Hemashree   
9.12.19
4. Dr. C. Thiruvengadam C. Thiruvengadam  
9.12.19
5. Dr. C. R. Smitha   
9/12/19
6. Dr. S. Mathan   
9/12
7. Dr. S. Jeyalakshmi  
Jeyalakshmi  
9/12/19

For the forthcoming  
News letter (Sep - Nov) articles  
are given for dept' Co-ordi-  
nators for cross checking their  
dates.

After checking the coordinators  
returned with signature

Jeyalakshmi  
9/12/19

Committee meeting was  
conducted at IQAS P/C/PP on  
10.1.20 at 1.40. Pm

The following members were present

- 1 Dr. R. Rameshkumar
- 2 Dr. T. Anubhelvi T. Anubhelvi  
10/1/2020
- 3 Mrs P. Hemashree  
10.1.2020
- 4 Dr. C. Thirurengadam C. Thi. V.  
10.1.20
- 5 Dr. C.R. Smitha  
Amitha  
10/1/20
- 6 Dr. S. Mathan  
L.M.
- 7 Dr. S. Jeyalathmi  
Jeyalathmi

It is reminded to all that  
articles must be collected from  
all departments at the earliest

Proof reading, compilation  
of the articles have to be  
completed on time.

Members of the committee  
were asked to speedup their  
work for the successful completion  
of our magazine.