

**Vallal P.T.Lee CHENGALVARAYA NAICKER**

**ARTS & SCIENCE COLLEGE**

(Affiliated to University of Madras)

No.5/1, General Collins Road, Choolai, Chennai- 600 112.

(Vepery CNT Campus)

# Department of

## Minutes of Meeting

**Ref No:** DYPSOE/ Dept/AY20- /Meeting No.

## Date of Meeting : Venue :

Agenda of Meeting:

|  |  |  |
| --- | --- | --- |
| **S.No.** | **Points discussed** | **Remark** |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |

Following Teaching / Non-teaching staff has attended the meeting

|  |  |  |
| --- | --- | --- |
| **S.**  **No.** | **Nam eof the faculty** | **Sign** |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |
| 5. |  |  |

|  |  |
| --- | --- |
| **Incharge** |  |
| Prepared By | H.O.D |