

MINUTES OF STAFF COUNCIL MEETING HELD ON 29th June 2017

Venue: Principal's Room

Time : 1:55pm

The meeting started with a silent prayer.

Matters discussed :

1. Induction for the first year students was conducted successfully on 28-6-2017. Former Income tax commissioner Rtd.Mr.Kuruvilla George IRS and Rev.Dr.T.J.Thomas were the main speakers of the day. Around 720 parents and students attended the programme. Principal congratulated the co-ordinator Asst.Prof. Vidya R.Nair, all HOD's and class teachers for the efficient conduct of the programme.
 2. Principal announced the formal inauguration of the college store by Prof.Mini Punnoose, Director, School of Information Technology and an amount of RS.800 was received in the opening sale.
 3. Principal announced the anti ragging cell and all teachers to be vigilant to avoid any Unpleasant incidents
 4. The meeting decided to conduct orientation for the first year students at Anugraha Retreat Centre, Vazhoor in the following dates. 4th and 5th July B1 batch, 5th and 6th July E1 batch, 6th and 7th July C1 batch, 10th and 11th July S1A batch, 11th and 12th July S1B batch, 12th and 13th July T1 batch. Two teachers have to accompany the students and the sessions are organized by the placement cell. Asst.Prof Anish B. Bhaskaran gave a suggestion to conduct group mentoring in the evening session.
 5. Internal exam co-ordinator Asst.Prof. Arun Padmanabhan announced that the first internal for 2nd and 3rd years will commenced from 17th July to 19th July. All teachers are directed to submit the question papers of 2nd and 3rd year batch on 7/7/2017 and 10/7/2017 respectively.
 6. Principal announced that literary associations can be held twice in a semester in the class during the last period along with the class teacher and mentor.
 7. The college council requested the management to provide the following items in the College store: Photostat machine, Printer and Fridge
 8. Decisions was taken to conduct a PTA for 2nd and 3rd year students soon after their Internals
 9. It was decided to call a General Staff Meeting on July 6th 2017 at 2:55pm.
- The meeting ended by 2:45pm

Members on leave:

1. Lt.Col.John Jacob
2. Mr.Babu V.V
3. Asst.Prof.Anu Zacharia(DL)
4. Asst.Prof.Vidya R Nair
5. Asst.Prof. Uttam Kumar
6. Lr.Rani Tom

Lr.Reshmi Susan Jacob
Staff Secretary



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MINUTES OF STAFF COUNCIL MEETING HELD on 8th FEBRUARY 2018

Venue: Principal's Room

Time : 1:55pm

The meeting started with a silent prayer.

1. Principal announced that the last date of question paper submission for second semester first internal is scheduled on 16th February and sixth semester second internal on 19th February.
2. Principal announced that friendly football match between staff and students will be held on 6th February at 2:45pm and Director Sri.Thomas.T.John will inaugurate the match. Lr.Rahul .R informed that all arrangements have been made for the match.
3. Principal announced that students participating in various competitions outside the college should give the undertaking without fail.
4. It was informed that Merit day is scheduled on 9th March and Asst.Prof Juby Thomas is made the in charge of the event.
5. Asst.Prof.Anish.Bhaskaran informed that three students from M.Com department got placed in Envestnet.
6. Principal announced that farewell will be held on 8th March and all heads of the department should co-ordinate the event.


The meeting ended by 2:45 pm

Members on leave

Lt.Col.John Jacob

Mr.Babu .V.V

Asst.Prof.Ambily Merlin Kuruvilla


Reshmi Susan Jacob
Staff Secretary.



