

SAINTGITS COLLEGE OF APPLIED SCIENCES

MINUTES OF STAFF COUNCIL MEETING HELD ON 27th June 2019

Venue: Principal's Office

Time: 2.00 pm

The meeting started with a silent prayer.

- Principal congratulated Lr Pallavi Abraham for the successful conduct of Induction Day.
- Dr KK John informed that World reading day was successfully conducted and library committee is planning for similar competitions next semester also.
- Principal informed that first year orientation started on June 27th.
- It was decided to conduct talent show on July 3rd 2019.
- On behalf of anti-ragging and grievance cell Dr K K John informed that 4 students from Bcom and all students from e5 were suspended for 2 days for entering into first year class room without permission and distributing sweets. He also asked the department heads and faculties to monitor the students so that uneven happenings in the college can be avoided.
- Regarding newspaper for students, Principal informed that Hindu newspaper can be subscribed by students paying fees of 350 rupees.
- It was decided to conduct 2 module tests per month.
- Asst Prof Sreeja K S informed that 6 open courses are provided by various departments. No of students in various open courses are
Brand Management-58
Computer-62
Fundamentals of economics-36
Applied Mathematics-59
English-44
Accountancy-69.
- Regarding add-on courses Lr Aby Alex informed that for 3rd year Bcom students a new add-on in logistics in supply chain management is introduced this time.

- Lt Col John Jacob asked the IQAC to prepare a report about reasons for not getting A Grade in Naac Reaccreditation The report should also include details of all faculty's research work and publications.
- Asst Prof Uttam Kumar suggested to allot one hour per week for sports.
- Principal asked the website committee to include a parent's login in the website so that internal mark and attendance details of students can be viewed by the parents.

The meeting ended at 3.00 pm.

Lr Sherin Mary Andrews
Staff Secretary



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SAINTGITS COLLEGE OF APPLIED SCIENCES

MINUTES OF STAFF COUNCIL MEETING HELD ON 21st November 2019

Venue: Principal's Office

Time: 2.00 PM

The meeting started with a silent prayer.

- On account of MG University exams , Meeting decided to schedule final year and second year classes in the following manner-25th,27th and 29th November will be working for final years students and 26th and 28th November will be working for second year students.
- Asst Prof Anu Zachariah informed that for the BEC Exams scheduled on 22nd and 23rd November, 9 Faculty members are allotted supervision duties and all class in charge Faculty should ensure that students are following the instructions specified.
- Dr K K John presented a report of the Eye Camp organized on 20th November-5 experts from the Thiruvalla Micro Surgery Hospital and 216 people from the nearby locality took part in the camp.
- In the meeting Lr Sanal Jacob presented the updations done in the College Website.
- Asst Prof Anu Zachariah suggested the modifications to be included in the College Website.
- Asst Prof Anish B Bhaskaran suggested to include a link for library in the College website.
- Meeting decided to ask Placement department to relieve Asst Prof Manu Anthrayose for one week to speed up the Website updations.
- Meeting decided to allot one hour for sports per week in November and December for the Final Year students.

Meeting ended by 3.30 pm
Lr Sherin Mary Andrews
Staff Secretary



Approved By
M C Joseph
Principal

