

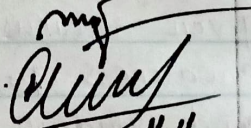
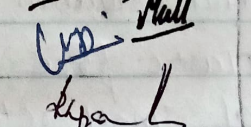
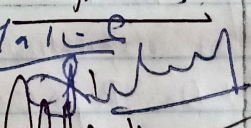
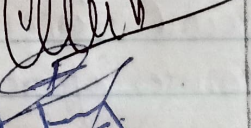
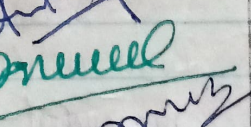
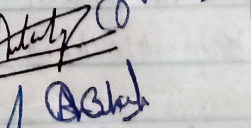
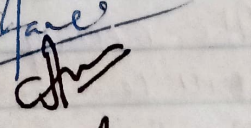
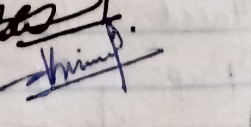
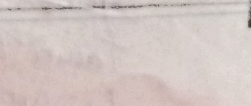
2019-20

Agenda for college development council scheduled
on 17th October, 2019

Time: 1:00 PM

Venue: Principal's Room

1. Admission Status (2019-20)
2. Results & Placements 2018-19 pass out batch
3. Programmes to improve academic excellence
4. Students outreach programmes
5. Library books purchase
6. Infrastructural development.
7. Starting of language lab.
8. Creation of student database
9. Possibility for the new courses.
10. Other matters if any

Sl. NO	MEMBERS	SIGNATURE
1	Mr. Thomas T John	
2	Er. Punnoose George	
3	Mrs. Mini Punnoose	
4	Lt. Col John Jacob	
5	Dr. M. C Philipose	
6	Dr. M. D Mathew	
7	Dr. Reji George	
8	Mr. Pradeep Cherian	
9	Er. Abraham P Thomas	
10	Er. Antony Joseph	
11	Prof M. C Joseph	
12	Dr. K. K John	
13	Ms. Ambily Merlin Kuzhala	
14	Mr. Anish B Bhaskaran	
15	Ms. Tania Thomas	
16	Ms. Anu Zacharia	
17	Mr. Bajju K Samuel	
18	Mr. Midhun C R	

Minutes of the Meeting

The ideas, suggestions and recommendations prepared by the members of the college development council in the meeting held on 17th October, 2019 are listed in the below given minutes detail.

1. The members of the meeting expressed their satisfaction with the placement record of 2018-19 batch.
2. Ex. Punnose George, the Chief Executive Officer directed departments to prepare a performance report of students admitted through the university allotment and management quota in the last five years for a detailed evaluation.
3. Mr. Thomas T John, Director Saintgits ~~College~~ Group of Institutions advised that the faculties should take active initiative for the various activities of the college.
4. Regarding the purchase of library books, Ex. Punnose George suggested that the department should give the details of books to be purchased to Ms. Michun C R, librarian. Dr. Roji George informed that the students and faculties can use the library of Saintgits Institute of Management.
5. Decision regarding the language lab is taken at the management level and the details will be intimated to SCAS soon.
6. The idea for creation of a student database is put forward by Prof. M. C. Joseph, Principal SCAS. Ex. Punnose George, the Chief Executive officer pointed out that a software named LINWAYS is newly

in Saintgits Engineering College. Over a period of time, it can be implemented in SCAS.

7. Er. Punnoose George, advised to strengthen the alumni association. He suggested that the Alumni Chapter should be initiated in places like Bangalore.
8. Er. Punnoose George gave a clarity about the content development team. It is for developing programmes supplementing the syllabus like organizing webinars.
9. Er. Punnoose George proposed the possibility for starting new courses and infrastructural development to begin by the year 2021.

10. In order to improve academic excellence, the following suggestions were put forward by various departments.

I. BCom Department

(a) Mr. Pradeep Cherian, the financial advisor suggested that the department should organize classes on GST. He also suggested that the add-on courses should be able to create employability among the students. He informed that he will support the department to organize classes and seminars by chartered accountants.

(b) Er. Punnoose George, the Chief Executive Officer, suggested that the department should conduct activities like training on GST & Tally for the nearby small retailers to create a real life learning experience for the students. He also suggested to sign MoU's in this regard with relevant organization like a CA firm.

BCA Department

(A) Es. Punnoose George directed Asst. Prof. Ambily Merlin Kuruvilla to contact the ICT academy to organize seminars and classes.

BA - Corporate Economics Department

(A) Dr. K. K. John, HOD put forward the idea of conducting a coin exhibition by the department. The members of the meeting welcomed the idea.

BBA Department

(A) Ms. Tania Thomas, Academic coordinator of the department requested to provide a certification course as value added programme for the final year students. Es. Punnoose George suggested that the add-on courses and certification courses should be given by the members of the faculty. The department can coordinate with Saintgits Institute of Management for conducting the add-on course. Dr. Raji George, Dean of Saintgits Institute of Management accepted the proposal.

(B) Mrs. Mini Punnoose, suggested that the department should provide placement training for the students from first year onwards.

(ii) IGAC coordinator reported that feedback from stakeholders were collected & analyzed.

Prepared By

Jane
TANIA THOMAS
CONVENOR

Trineel
Verified By: