

SAINTGITS COLLEGE OF APPLIED SCIENCES

Minutes of meeting held on 16/09/2023

Time : 02.30pm

Room no: Department

Agenda

1. Association activity
2. FDP
3. Food stall
4. First internal exam-potions
5. File submission to QAC
6. PAC
7. Student Development Activity
8. MOOC - Final years
9. Project final years
10. Other matters.

Decision taken

1. Academic coordinator nominated Asst Prof Gloria Elizabeth Thomas as the faculty coordinator of the workshop on beechie making. And Asst. Prof. Anju Maria Joseph was nominated as the faculty coordinator of extension activity - livelihood service/ orientation in SBHSS, changanacherry.
2. All the faculty members have attended the workshop on R programming which was conducted on 16th/22 September 2023 in the forenoon session.
3. A proposal for food stall during sports days was presented in the staff council meeting and it has been accepted.



- 4. Academic coordinator instructed all the faculty members to complete the portions of first internal examination as soon as possible.
- 5. Academic coordinator directed the faculty members to properly submit the files after each program to the IQAC.
- 6. Academic coordinator directed the faculty members to convene the PAC meeting on 20th September, 2023 at the principals office.
- 7. Two of the second year students - Angela Maria Sami & Christin Susan Regi - had participated in the exhibition competition conducted by NYKS.
- 8. Project submission of MOOC - Organic Farming for final year students is scheduled on 30th September, 2023.
- 9. The final year students are divided into four groups for the project work. The first presentation on the topic will be conducted on 26th during the second hour.



As per the decision made by the Research cell of our college, all the PhD registered faculties should present their thesis topic on 15th November, 2023.

Members Present

- 1) Asst. Prof. Reshmi Susan Jacob
- 2) Asst. Prof. Anju Maria Joseph
- 3) Asst. Prof. Merin Thomas
- 4) Asst. Prof. Gloria Elizabeth

Academic Coordinator
 Department of Corporate Economics
 Page of Applied Sciences
 Kottukulam Hills, Pathamuttom P.O.
 Kottayam - 686 532, Kerala

Gloria Elizabeth Thomas
 Staff Secretary

Academic Coordinator

Principal