



COUNCIL MEETING MINUTES

ST.MARY'S COLLEGE
SULTHAN BATHERY,
WAYANAD, KERALA-673592

Agenda:

1. First presentation.
2. IBAC Seminar on 3rd Nov.
3. Internal uploading.
4. PTA meeting.

Members Present:

1. P.C. Roy
2. John Mathai
3. Pramod. K.S
4. James Joseph
5. Wilson. M.A
6. Dr PA Mathai
7. Dr. Balasubramanian. P
8. Lathadevi. T
9. Dr. Vijayakumar. R
10. Soniya. T. Joseph
11. Sheena George
12. Lathadevi. T
13. Jisha T. P
14. Shri. M. T
15. Renu Mathews

- Find for improvement of Sc & Tech Infrastructure
- Decisions :
1. Presentation for the FIST has been finalised.
 2. All teachers should take part in the IBAC Seminar on 3/11/18
 3. Internal mark card of 3rd Sem batch should be completed before 1/11/18
 4. PTA meeting of I, II & IV Sem CG is to be completed before 20/11/18
 5. Founder's Day Nov 29 is to be celebrated in a befitting manner especially as Alumni Day & FORT - by inviting all luminaries and retired teachers, - all wayward intercollegiate education.
- Committee → Dr. Sheena Joseph, Dr. PA Mathai, Soniya Joseph, CS Sreejithi, John Mathai, D. Sanki George, Misha

6. Permission to conduct the tour is to be obtained from the DD with the initiative of the H.O.D.

14-11-2018.
Urgent council meeting held on 14-11-18 at
Principal's chamber 12.00 p.m.

Agenda:

- ① Semester time table.
- ② Founders day.
- ③ Tour.
- ④ Other matters.

- ① Dr. Sheba M. Joseph. Sheba
- 2 Sheena George Sheena
- 3 John Mathai John
- 4 Seunye T. Joseph Seunye
5. Lathadevi. T Latha
6. Jisha T.P Jisha
- 7 Ann kumar T.T Ann
8. T K Poolea T.K.
9. Dr. Vijayaraj Kumar AR Vijayaraj
10. Lathadevi Kumar AR Latha
11. Ramachandran K Ram
12. Fr. Jims N.B Jims
13. P.L. Roy P.L.

21/11/11

3

- | | |
|-------------------|---------|
| 14. Rachel Thomas | BThomas |
| 15. Renie Mathews | J |
| 16. Sreejith. CS | BThomas |
| 17. Dr PA Mathan | Mathan |

Decisions:
















1. Even semester classes ^(II+IV) should be started on 19.11.18 with regular T/able
2. With the seizing of drugs from a few students by the Excise dept & Police, HoDs and tutors are to pay special attention to students.
3. Founder's Day - All former Hrs and the luminaries among alumni should be invited; programme at 2pm - 4pm -
4. Students' participation to ensure free dialysis at St Mary's Hospital - Fund ^{Raising: 9} minimum Rs. 10 is to be raised from each student.
5. Students using the vehicles should be strictly prevented from parking at the rear side of canteen, they are to handover the vehicle details to the watchman.
6. Election to the Staff Council and PSA Executive is to be held in the month of Nov. itself.

[Signature]

11/12/18

4

- Agenda :-
1. Tour
 2. Internal marks - uploading - Vth Sem.
 3. Registration - First Sem
 4. Inspire -

- | | |
|-------------------------|--|
| 1. Dr. Sheba M. Joseph. |  |
| 2. Sujith C.S |  |
| 3. Seemya T. Joseph |  |
| 4. Lathadevi. T |  |
| 5. John Mathai |  |
| 6. Renie Mathews |  |
| 7. T K Poulson |  |
| 8. Dr. P.A. Matha |  |
| 9. Dr. Geethe George |  |
| 10. Dr. Lathadevi. T |  |
| 11. Fr. Jims N.B |  |
| 12. Dr. Pramod. K.S |  |
| 13. Dr. Vijayakumar AR |  |
| 14. Anil Kumar. T.T |  |
| 15. Rachel Thomas |  |

Decisions

1. The explanation letter given to Sujith C.S, is withdrawn.
2. The tour proceedings should be completed within the department itself. Only final sanctions will be given by the principal.
3. All tours must be accompanied by lady staff preferably.
4. On the condonation request letter HOD should only write recommendations meeting concluded.



St. Mary's College

SULTHAN BATHERY, 672 892, WAYANAD, KERALA
NAAC Re-Accredited with 'A' Grade

A Post-Graduate Aided Arts & Science College owned by Malankara Orthodox Syrian Church, Affiliated to the University of Calicut, A Christian minority Institution

Tel: 0497-222222
Fax: 222222

No.G1-184/2018.

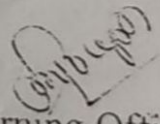
Dated: 27.11.2018

NOTIFICATION.

Ref:-Election notification dated 15.11.2018.

It is hereby notified that the following members of the staff are declared unopposed elected as college staff council members from among the teachers for the year 2018-2019. The tenure of the council members will be from 01.12.2018 to 30.11.2019.

- 1 Dr.Pramod K S, Asst. Prof, Department of Physics
- 2 Mr.Bhagyaraj C, Asst. Prof. Department of Physics


Principal & Returning Officer.

To
The Individual.

Copy to:

1. The Registrar, University of Calicut, University of Calicut P.O.
2. All teachers by circulation. ✓
3. File.

PRINCIPAL
ST. MARY'S COLLEGE
SULTHAN BATHERY
WAYANAD-673 502

Council Meeting held on 25/6/2019.

- Agenda: 1. Selection of Secretary, CC, 2019-20
 2. College Teachers GIBM recommendations.
 3. IQAC Recommendations, 4. Other Matters

Rachel Thomas.	B Thomas
Sheena George	Sheena
Soumya T. Joseph	Soumya
Dr. Lyatha George K	Lyatha
Lathadevi T	Lyatha
Renie Mathews	Renie
Ann Kumar. T. T	Ann
Bhagyaraj. C	Bhagyaraj
Dr. Vijayalekshmi R	Vijay
Shibina T	Shibina
Fr. Jims N.B	Jims
John Mathai	John
DR. SANTHI GEORGE	Santhi

Decisions:-

1. It has been decided that Director, IQAC may act as Secretary, College Council to facilitate easy transformation of systems.
2. Marginal Increase of Certain courses are recommended.
 M.Sc Physics -
3. Anu M.P is a special member in council who has to represent the self-finance programmes.
4. Collar mile must be used in language classes.

Council Meeting held on 2/7/2019

Venue: Manager Room

Time: 11 AM.

1. Study Tour - Permission from DD office
2. Conducting Election - PTA, College Council.
3. Applying new courses.
4. Any other matter permitted by the chair

1. DR. SANJHI GEORGE SB
- 2.
3. John Mathari John
4. Wilson M.A Wilson
5. Saunye T. Joseph Sau
6. Lathas Kumar DR Latha
7. Sheena George Shee
8. Lathadevi T Latha
9. Renie Mathews Renie
10. Rachel Thomas Rachel
11. Dr. Pramod K.S Pramod
12. Sneijith C.S Sneijith

① About conducting study tour.

Prior permission from the DD office should be sanctioned before conducting the tour. 3-5 days can be taken for study tour. A lady staff should escort the party. Suggestions were ~~there~~^{much} that the tour can be conducted during the 5th semester of the course.

② A Flun free Campus: Campus should be free from flun. only cloth or digital display can be used

③ About conducting Election to college Council: Suggestions were there for conducting the election to the college council during

in the beginning of academic year - clarkical is required in this matter.

(H) About Periodicals in college library:

No need of magazine, monthly, weekly magazine like "Vantha", "Grahakalshmi", etc. Their subscription can be stopped. Instead of this we can provide Science Journals.

(5) If any chance of applying new course, the following courses should be preferred

- ① M-A English.
- ② M A Economics
- ③ M-Sc Computer Science.
- ④ M-Sc Mathematics
- ⑤ M-Sc Botany
- ⑥ B-A Sociology.

(6) Conducting Elections to PTA: Suggestions were made to conduct PTA elections in the beginning of the academic year.

SurtheGern.

Council Meeting held on 18th July 2019.

Venue : Principal's chamber

Time : 2 PM

1. Dr. Santhi George
2. Mrs. Rachel Thomas
3. Dr. Geetha George
4. Dr. Shobina S
5. Mrs. Lathadevi T
6. Mrs. Renie Mathew
7. Fr. Jins N.B
8. Dr. Vijayakumar A.R
9. Mr. John Mathai
10. Dr. Latheshkumar A.R
11. Mr. Wilson M.A.
12. Mr. Thankachan N.P
13. Mrs. Steena George

1. Geo. N. Thomas എൻ്റെ റിപ്പോർട്ടിന് പ്രസിഡൻ്റ് അംഗീകാരം നൽകി.
2. Calendar / directory ൽ അടങ്ങിയ വിവരങ്ങൾ പരിശോധിച്ച് John Mathai ടീം ന്റെ അഭിപ്രായം കേൾക്കുക.
3. Student Body അടങ്ങിയ Council ന്റെ അഭിപ്രായം. 21st ന്റെ നിയമം 2020 ൽ Council അംഗീകരിച്ചു.
4. 27th working day അടങ്ങിയ വിവരം. St-Thomas day 5th June (2020) Time table follow ചെയ്യണമെന്നുള്ളത്.
5. 26th ന് Rank holders, NET quality അടങ്ങിയ Phd holders, Guidship അടങ്ങിയ അതിരുകൾ Pro Vice-chancellor അടങ്ങിയ function ന്റെ അഭിപ്രായം കേൾക്കുക.
6. 25th ന് വിദ്യാർത്ഥിനികൾ Lab Assistant അടങ്ങിയ കോളേജ് അടങ്ങിയ K-P Baby ൽ sent off ന്റെ വിവരം കേൾക്കുക.

7. Identity Tag ലഭ്യമാക്കുകയും തദ്ദേശീയർക്ക് വാങ്ങാനുള്ള
 മിഷൻ. Office നമ്പർ/അഡ്രസ്സ്, ഇല്ല നമ്പർ/അഡ്രസ്സ്
 നമ്പർ ID കിട്ടിയിട്ടുണ്ടെന്ന്. Identity Tag നൽകിയിട്ടുണ്ട്
 അനുബന്ധിച്ച് FIR register രജിസ്റ്റർ ചെയ്ത ID Card
 Issue ചെയ്യാനാണിത്. T-C വാങ്ങേണ്ടിയിട്ടുണ്ട് മിഷൻ/അഡ്രസ്സ്
 നിലവിലുള്ളതാണെന്ന് കൃത്യമാണെന്ന് Re d'sol -
 fine നൽകുന്നതുണ്ട്. Marksheet നോക്കേണ്ടിയിട്ടുണ്ട് Hall Ticket
 നിലവിലുണ്ടെന്ന് കൃത്യമാണെന്ന്.

8. T-C ട്രാൻസ്ഫർ ചെയ്യാൻ കഴിയാതെ. ഒരു ദിവസം
 മാത്രം, കൃത്യമാണെന്ന്.

9. Council, PTA elections academic year ന്റെ
 അന്ത്യം നടന്നതിൽ തീരുമാനിച്ചു. ഒരു academic
 year ന്റെ തുടർച്ച തീരുമാനങ്ങൾ members ന്റെ
 ഒരു വർഷം മുൻപ് ചെയ്യാൻ കഴിയുന്നതിൽ സാധ്യത
 academic year തീരുമാനിച്ചു ചെയ്യാൻ കഴിയുന്ന
 തീരുമാനം ചെയ്യാനാണിത്.

Sunil Kumar

Council Meeting held on 27th August 2019.

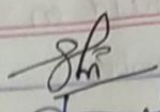
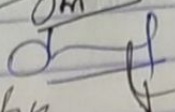
Venue: Pasirupali's Chamber

Time: 3 PM.

Agenda

1. Fr. Thomas. P. Yohannan, Prof. John Mathai, (പ്രസിഡന്റ്) അതി വേദാന്തം ആവശ്യം.
2. College Election 5/9/2019 ന് നടക്കും.
 - 1) Leave എടുക്കുന്നതുമായി ബന്ധപ്പെട്ട്
 - 2) Flag ഉപയോഗിക്കുന്നതുമായി ബന്ധപ്പെട്ട്.
 - 3) Gratitude clarity ഉറപ്പാക്കി, Attendance നിലവാരം ഉറപ്പാക്കണം.
3. Internal Test paper നടത്തുന്നതുമായി ബന്ധപ്പെട്ട്.
4. Extra class നടത്തുന്നതുമായി ബന്ധപ്പെട്ട്.
5. Grievance Cell (ഇന്റർമീഡിയം, C.S.S (ഇന്റർമീഡിയം/മേട്രിക്)
6. Semester P.T.A നടത്തുന്നതുമായി ബന്ധപ്പെട്ട്.
7. St. Mary's College, Civil Service Academy. 29th of Start ചെയ്തി.
8. DCA course, LSAP - Language Skill Acquisition Programme.

- | | | |
|----|--------------------|-----------------|
| 1 | DR. SANTHI GEORGE | <u>Santhi</u> |
| 2 | | |
| 3 | Fr. Jim N.B | <u>Jim</u> |
| 4 | Dr. Vijayakumar AR | <u>Vijay</u> |
| 5 | Dr. Bhagyaraj. C | <u>Bhajaraj</u> |
| 6 | Soumya. T. Joseph | <u>Soumya</u> |
| 7 | Sheena George | <u>Sheena</u> |
| 8 | Lathadevi. T | <u>Latha</u> |
| 9 | John Mathai | <u>John</u> |
| 10 | Renie Mathews | <u>Renie</u> |

- 11 Shibina T 
- 12 Pramod. KS 
- 13 N P. Thankachan

Fr. Thomas P. Yohanna, Mottu mudi, (പട്ടണത്തിൽ മെമ്പർമാർക്ക്
 ഓൺലൈൻ അപ്രസെന്റേഷൻ നൽകിയിട്ടുള്ളതിനെക്കുറിച്ച്
 മൂന്നു മാസമായിട്ടുള്ള പരിഷ്കരണങ്ങൾ.

College Attendance കമ്മിറ്റിയുടെ റിപ്പോർട്ട്
 മൂന്നു മാസം കമ്മിറ്റിയുടെ Dileepkumar K.K, P. Lakshmi Kumar
 Fr. Jino N.B മെമ്പർമാർക്ക് മൂന്നു മാസമായിട്ടുള്ള റിപ്പോർട്ടിനെക്കുറിച്ച്.

ഓൺലൈൻ departments ഉം extra class ക്ലാസ്സും,
 Oram vocational നോട്ടീസ് Internal Test paper നടത്താൻ, മെമ്പർമാർ
 Oct. 4-നു മുൻപായി Department course co-ordinator
 office ന് ലഭിക്കണമെന്നു മൂന്നു മാസമായിട്ടുള്ള.

Grievance cell, C.S.S മെമ്പർമാർക്ക്
 program department ഉം (പ്രവർത്തിക്കുന്നവർക്ക്) റിപ്പോർട്ടിനെക്കുറിച്ച്.
 Semester wise P.T.A നിലവിലുള്ളവർക്ക്. റിപ്പോർട്ടിനെക്കുറിച്ച്
 P.T.A ലെറ്റർ നടത്തണം.

St. Mary's College, Civil Service Academy
 മൂന്നു മാസം മുൻപായിട്ടുള്ള. DCA Course കോർസിൽ
 കൂടുതൽ department നൽകാൻ കമ്മിറ്റിയുടെ മൂന്നു
 (പ്രവർത്തിക്കുന്നവർക്ക്) മെമ്പർമാർക്ക് Language Skill Acquisition Programme
 നടത്താൻ റിപ്പോർട്ടിനെക്കുറിച്ച്.
 മൂന്നു മാസം departments : English, Botany, Mathematics

Smith George

Council Meeting Held on 20th Sept. 2019 at 3:00pm
Venue: Principal's Chamber.

Agenda:

- ① Election - Associate Secretary :
- ② Paying Guest Students PTA :
- ③ Internal Examinations :
- ④ Subjects selected for SSP :
- ⑤ Subject selected for WWS :

1. Dr. Santhi George	<u>S</u>
2. John Mathew	<u>JM</u>
3. Lathesh Kumar son	<u>L-K</u>
4. Arun Kumar T.T	<u>A</u>
5. Lathadevi. T	<u>Lath</u>
6. Benie Mathews	<u>B</u>
7. Dilpretha George	<u>D</u>
8. Sheena George	<u>S</u>
9. FR John N.B	<u>J</u>
10. Dr. Vijayakumar AR	<u>V</u>
11. Shibina.T	<u>S</u>
12. Soumya. T. Joseph	<u>S</u>
13. Rahul Ghomas	<u>R Ghomas</u>

① Association Secretary - Election : 2019-2020 Union
Association Secretary Election
3-20 തീയതി October 3 2 മിനിൽ
സംസ്ഥാനം തിരഞ്ഞെടുക്കും.

② Paying Guest Students PTA : നല്ല പത്തായി paying guest
പാർട്ടി തിരഞ്ഞെടുക്കുന്ന വിദ്യാർത്ഥികളുടെ
parents ന്റെ ഒരു meeting
2019ൽ ഉദ്ദേശിക്കുകയാണ് തിരഞ്ഞെടുക്കും.
Excuse വകയിൽ നിന്നും
നല്ല ഉദ്യോഗസ്ഥരെ ഉടയ്ക്കുക
അല്ലെങ്കിൽ തിരഞ്ഞെടുക്കും.

③ Internal Examinations : Internal Examinations October 4-10
ക്രമമായി നടത്താനാണ് തിരഞ്ഞെടുക്കും.

④ SSP : SSP ന്റെ ഉപകരണങ്ങളുടെ കമ്മിറ്റി
തിരഞ്ഞെടുക്കും.

⑤ WWS : WWS ന്റെ ഉപകരണങ്ങളുടെ Science
department select ചെയ്യും.

⑥ English department : Teachers അതിൽ നല്ലവർക്ക്
കമ്മിറ്റി, ധാരാളം class ന്റെ
ടീച്ചർമാർ HOD യുടെ അധീനതയിൽ
വെക്കും.

⑦ Camera Camera : Campus ന്റെ ഉപകരണങ്ങളുടെ
നിർവ്വഹണത്തിന് Camera ഉപയോഗിച്ച്
ലിങ്കാജ് അതിൽ ഉൾപ്പെടെ
Council അതിൽ ഉൾപ്പെടെയും
അതിൽ ഉൾപ്പെടെയും Camera വെക്കും
തിരഞ്ഞെടുക്കും.

Sunthilgeram
20/9/2019.

Council Meeting held on 13th January 2020

Venue : Principal's chamber

Time : 11 AM

Agenda : (1) Elections Rega. (Council) —

(2) Attendance Rega. Arts festival —

(3) Disciplinary Matters —

(4) EBSB =

(5) Audit fee —

(6) Arts festival —

(7) Students Attendance Registers :

(8) IQAC —

(9) Research Centre —

- 1.
 2. John Mathari - Peshwar. Swani: JB
 3. Dr. PA Mathari IQAC
 4. Dr. Vijayakumar AR
 5. Fr. Sims O.B
 6. E. U. Beane
 7. Shibirat
 8. Soumya. T. Joseph
 9. Sheena George
 10. Rachel Thomas.
- Val
 Jis
 JB
 Sen
 Jone
 B Thomas

- 1) Bhagyaraj. C
- 12) Pramod. K.S
- 13) Harish. K.V
- 14) De Geetha Georgek
- 15. Renu Anna Phillip

[Handwritten signatures and initials]
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1) Election Regarding : Elected council members from teachers will continue till the end of March.

2) Attendance for art festival: Art festival always morning program at 4-5.30 practice no. morning in school. class hour at 2.30 to 3.30.

3) Disiplinary Matter : 2000/2000, 2000/2000 2000/2000.

4) EBSB : Ek Bharath Shiksha Bharat programme amangal vijayakumar his school.

5) Audit fee : Audit fee is 25000/- for the year 2018-19. It is to be paid by the school.

6) Art festival : The art festival is held on 16, 17, 18 March 2019. It is a three-day program.

1) Students Attendance Register : 2016-17, 17-18, 2018-2019
 വിദ്യാർത്ഥി Attendance register നൂറ്
 16-20 തീയതിയ്ക്ക് ജി.മുഖ്സി കോളേജ് ഓഫീസ്
 ഉൾപ്പെടെയുള്ളവയ്ക്കായി. 20-25 ന്റെ
 audit നടത്തുന്ന സാഹചര്യത്തിലാണിത്

2) IAAC : Dr. P. A. Mathai AAR നമ്പർ
 വിവരിച്ചു.

3) Research centre : Political Science, Commerce,
 Chemistry ന്റെ department of
 research centre ആയി.

Other matters : website of History department
 details നൽകാൻ ഉടൻ തീരുമാന
 ഉണ്ടാകും. Physical Education department
 Curram Board tables, വെബ്സൈറ്റ്
 ഉൾപ്പെടെയുള്ളവയ്ക്ക് നൂറ്. ഉപവിധികൾ വേഗം
 നടപ്പിലാക്കുവാൻ തീരുമാനിച്ചു.

4) P-G fest : Academic level of fest നിലനിർത്തി
 Cyber law and Security Awards
 clam 14-20 തീയതി നൽകി 10-11 ന്റെ നടപടി.

MACFAST in association with Kerala Police
 അതിന്റെ നൂറ് conduct നടത്തും.

Council meeting held on 28th February 2020

Venue: Ponnappal's Chamber

Time: 3 PM

1. Agenda: (1) Re-opening of college.

(2) Regarding: Timing

(3) Submission of UG/PG Project

(4) Ad CCEK programme Academic year 2020-21

1	Dr. Santhi George	<u>Santhi George</u>
2	Fr. Jim N.B	<u>Jim N.B</u>
2	E. U. Sene	<u>E. U. Sene</u>
3	Bhagyaraj. C	<u>Bhagyaraj. C</u>
4	Hansh. K.V	<u>Hansh. K.V</u>
5.	Shibina T	<u>Shibina T</u>
6.	Rachel Thomas	<u>Rachel Thomas</u>
7	Lathadevi. T	<u>Lathadevi. T</u>
8	Sheena George	<u>Sheena George</u>
9.	Renie Mathews	<u>Renie Mathews</u>
10	Dr Vijayakumar AR	<u>Dr Vijayakumar AR</u>
11.	John Mathai	<u>John Mathai</u>
12	Dr PA Mathai	<u>Dr PA Mathai</u>
13	Ramchandran K	<u>Ramchandran K</u>

(1) നവംബർ 29-20 ന് തന്നെ ഉൾപ്പെടുത്തിയിട്ടുള്ള
മാർച്ച് 2-20 ന് തന്നെ ഉൾപ്പെടുത്തിയിട്ടുള്ള ക്ലാസ്സ് പങ്കെടുക്കാനുള്ള തീരുമാനം

(2) മാറ്റിനിർത്തിയ ക്ലാസ്സ് സമയം 9.30 മുതൽ
3.30 വരെയാക്കി മാറ്റിയിട്ടുണ്ട്. ^{class time}

(3) U6 / P6 project submit ചെയ്യാൻ സാധിക്കാൻ

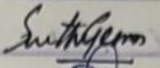
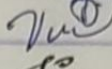
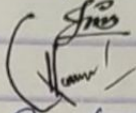
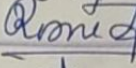
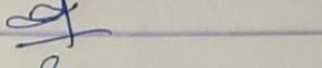
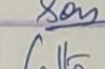
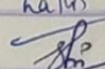
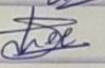
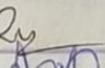
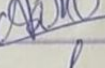
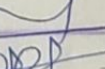
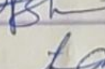
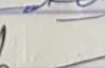
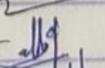
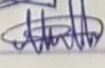
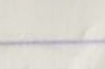
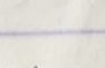
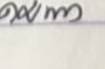
(4) CCEK programme ക്ലാസ്സ് വിഭാഗം 20
നവംബർ 23 course apply ചെയ്യാൻ സാധിക്കാൻ

Council Meeting held on 5th March 2020.

Venue: Principal's chamber

Time: 3:30pm.

1. Agenda : P.G festival
Sent off meeting

- | | |
|---------------------------|---|
| 1. Dr. Santhi George |  |
| 2. Pr. Vijayaraj Kumar AR |  |
| 3. Fr. Jim N.B |  |
| 4. Harish K.V |  |
| 5. Rev. Anna Philip |  |
| 6. Dr. Raji R |  |
| 7. Sunny T. Joseph |  |
| 8. Lathadevi T |  |
| 9. Shibina T |  |
| 10. Sheena George |  |
| 11. E U Scene |  |
| 12. Wilson M.A |  |
| 13. Dr. Pramod. KS |  |
| 14. Bhagyaraj C |  |
| 15. Lathadevi T |  |
| 16. John Mathai |  |
| 17. Dr. Geetha George |  |
| 18. DR PA MATHAI |  |

1. P.G festival

2. Sent off meeting : March 23rd P.T.A sent off.
Non-teaching staff 25th March.
Teaching staff 27th March.

Council Meeting Held on 21st October 2020

Time: 11 am

Venue: Parampal's Centre

Agenda

1. Time table - online - for the first year students.
 2. Welcoming two new Council members.
 3. Details of students of each Semester in separate sheets in a single file. Data required:
 1. Name of the student.
 2. email id
 3. Phone number.
 4. Feedback of faculty members.
 5. Submission of UG/PG projects 2019-2020.
 - (a) Document Soft Copies
 - (b) Name of the student
 - (c) Name of the internal Examiners
 - (d) Name & mobile number of external Examiners
 - (e) work published or not.
 6. Any other matters permitted by the Chair.
- Prof. Joseph Mundassery Scholarship -
- Prof. Joseph Mundassery Scholarship for the 1st year Students ~~Chairman~~. Application invited.

members	Present	Signature
1. Dr. Sathi Geom	(P.Sci)	Job
2. John Mathai		Roni
3. Renu Anna Philip		JPM
4. Dr. Gisha P. Mathai		Sen
5. E.U. Scaria		[Signature]
6. Dr. Ann Kumar T.T		[Signature]
7. Sheena George		Psthornd
8. Rachel Thomas		[Signature]
9. Dr. Geetha George		[Signature]
10. Harish K.V		Nizam
11. Dr. NIRMALA K.N		[Signature]
12. Dr. Vijayakumar AR		[Signature]
13. Dr. PA Mathai		[Signature]
14. Shibina T		[Signature]

നവംബർ 2019

First Year Time Table : First year time table
 Council member of morning
 meeting (നവംബർ 2019).

Two new members : Council - elected
 members Dr. Gisha P. Mathai
 & Dr. P.A. Mathai elected
 in 11/11/2019.

Feedback of teachers : Teachers of feedback
 regarding the
 meeting.

Student details & Project details : Students details &
 Project details to be
 given.

2/21-22

Minutes of the Meeting of College Council held on 7/10/21 by online mode from 2.30 pm onwards.

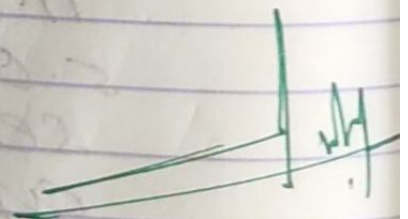
Agenda:-

1. Request from faculty to reconsider 5 hourly online schedule.
2. Other modalities for online classes.

Decisions:-

1. It is decided to revise number of sessions to 3 per day from 5 by excluding duration of sessions.
2. Adequate intervals shall be provided between sessions.
3. A minimum of 45 minutes per session shall be engaged.
4. The sessions shall be as follows:
 - 8.30 - 10
 - 10 - 11.30
 - 11.30 - 1.30.
5. On fridays, the third session shall be concluded at 12.30.
6. On afternoon examination days, the third session may be concluded at 12.15.
7. The classes should begin strictly on starting time.
8. No normal classes could be taken beyond 8.30 - 1.30 frame.
9. Special classes may be engaged beyond 8.30 - 1.30 time frame.

10. It is decided to adopt a common LMS.
11. Attendance is automatic and shall be entered in staff portal on daily basis.
12. Recording link shall be entered in staff portal.
13. Attendance record and link of recording of class shall be proof of engaging class.
14. "out of range" students shall be provided with enough study materials including screen recording of classes.
15. The new system shall be effective from 14.6.21 and shall be subject to audit by respective HODs and HOD.



3/21-22

71

Minutes of the Meeting of College Council held on 1/9/21, 2:30 pm by online mode:

Agenda:-

1. Beginning of new semester (3rd) on 1/9/21
2. Other matters if any.

All HODs and Principal present.

Decisions:-

1. The 3rd sem is to begin on 1/9/21
2. Dr. Lathesh Kumar DR will coordinate issues related to beginning of semester including distribution of hours.
3. All HODs shall inform Dr. Lathesh Kumar on the number of hours required as per common time table.
4. Convene departments shall decide upon their requirements by themselves
5. All HODs shall make sure to strike a balance between the portions to be completed and the officially running time table.
6. All HODs are requested to convene a department staff meet at a convenient time and gather ideas on the mode of tutor systems to be followed; whether rotation system or permanent system.
7. Regular Absentees shall be contacted by Tutors. The List shall be furnished to office and may be provided to PTA.

7/21-22

Minutes of the Emergency Council
held at 3pm at Principal's Chamber.

Agenda:- Indiscipline among political
Student groups in Campus.

1. Present: John Mathai

2. or Jipson V. Paul

3. Dr. Gisha P. Mathai

4. Harsh K.V

5. Dr. Vyayakumar AP.

6. Dr. James Joseph

7. Renu Anne Philip

8. Soumya T. Joseph

9. Dr. Anil Kumar T.

10. Dr. Lathabai Buneram

11. Dr. PA Mathai

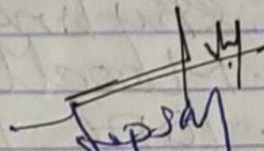
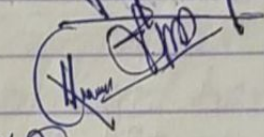
12. Shibina T

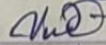
13. Dr. NIRMALA. K.N

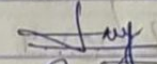
14. Renu Mathews

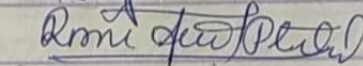
15. Sheena George

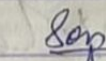
16. Silvi. N. B

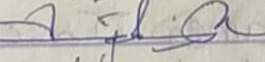


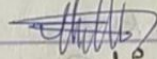


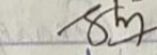


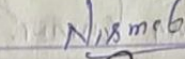


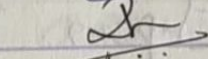


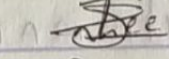


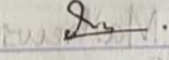












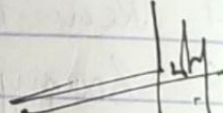
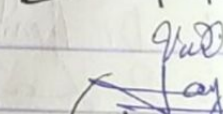
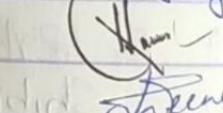
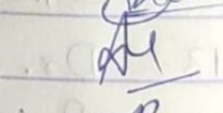
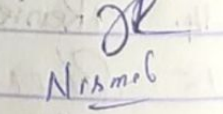
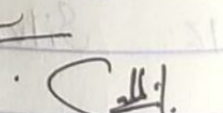
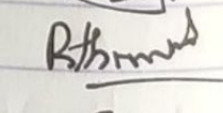
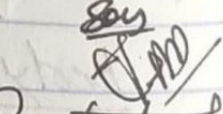
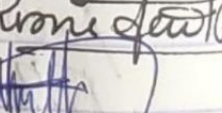
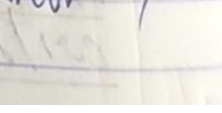

Decided to convene a meeting of student
body at the earliest and seek explanation
from leaders about indisciplined behaviour.
All existing rules on discipline shall stand
without change.

8/21-22
 Minutes of the College Staff Council
 held at 2.30 pm on 02/02/2022 at
 Principal's Chamber.

Agenda:-

1. Beginning of Semester
2. Shifting Hostel Class Rooms
3. Moodle co-ordinationship
4. IQAFC Matters.

Members Present:-

1. John Mathai (Principal) 
2. Dr. Vijayakumar AR 
3. James Joseph 
4. Harish K.V 
5. Sheena George 
6. Dr. Arun Kumar T.T 
7. Dr. Jipson V Paul 
8. Dr. NIRMALA K.N 
9. Reini Mathews 
10. Dr. Geetha George 
11. Rachel Thomas 
12. Soumya T. Joseph
13. Dr. Gisha P. Mathai
14. Reini Anne Philip
15. Dr. PA Mathai

Decisions & Deliberation.

1. The 2-4-6 Semester pattern will be fully functional 21.2.22. Till then, the present arrangement will continue as per portions in syllabus under the direct supervision and responsibility of respective HoDs. The IV sem would be functioning from 17/1/22.
2. All departments shall nominate a co-ordinator for Moodle.
3. IQTC activities shall be more vigorous.
4. Renie Mathew of Computer Science department has expressed her willingness to be the co-ordinator of Counseling Cell. She proposed a 3 tier mentoring system with Tutor-Peer Group-Counseling Centre - with a resulting social media sharing group. It is decided to implement the same in all departments.
5. It is decided to launch a fund collection to help the family of late Sr. Athar, Co.op. store manager.
6. It is decided to approve the collaboration of English department for language programme.
7. Gender Equality: This is a gender equity campus. However, the campus and all its areas are public areas for the purpose of personality and career development in an environment of higher education. Private activities at any corner of the campus is unwelcome. Behaviour of all members shall not cause any dent in

the public spiritedness of the campus.
The college rules shall clearly and precisely mention the same.

7. The college timings shall remain to be from 9.30 am to 3.30 pm.

Since the library is open till 4 pm, students may be permitted to remain in campus to facilitate library usage. However, on examination days, the time to vacate campus is 15 minutes after the closure of examinations.

Sports activities are permitted with the permission of HoD Physical Education (after college hours.)

8. The Council takes note of the recent incidents of drug trafficking in the district particularly Sultan Bati and surrounding places. The Council urges the Principal to take all necessary steps so that no incident of drug trafficking can take place in the campus.

All corners of the campus shall be under observation. The administration shall in contact with Excise department and Police. Spending time in campus after hours shall be not be permitted.

