

Minutes of the College Council held on 8th Jan. 2021.

Members Present :

- Dr. Jose. P. Abraham - Principal.
Mrs. K.J. Philominal - Vice-Principal & HOD, Dept. of Commerce
Mrs. Nancy Jismon - HOD, Dept. of Computer Science
Mrs. Susamma Thomas - HOD, Dept. of English
Mr. Vrunda S. - HOD, Dept. of Management Studies
Mr. Chandanraj SM - Asst. Prof, Dept. of Commerce
Mr. K.J. Thomas - Office Superintendent

A meeting of College Council was held on 15th Feb. 2021 at 10. am in Principal's office.

The Council discussed and decided the following:

- * First Semester regular classes are commencing on 16th Feb. 2021. The faculties and students should reach the college before 8.50 am.
- * 5 hours classes scheduled as:
 - i hr - 9 to 9.55 am
 - ii - 10 to 10.55 am
 - iii - 11.05 to 12 pm.
 - iv - 12.05 to 1 pm
 - v - 1.05 to 2 pm.
- * The faculties have to ensure that all students are leaving the campus immediately after the class.
- * It was decided to collect the Uniform and ID fee at the earliest.

* As per the directions from Higher Education Department, S4 and S6 classes will be held from 1st March to 16th March and 17th March to 30th March respectively.

* The Council insisted to collect Sem fee at the beginning of each semester.

* The Council decided to conduct the offline internal exams for 1st, 4th and 6th semesters.

* The tentative dates for exams are:

S1 : 19th Feb. to 26th Feb. 2021

S4 : 5th Mar to 12th Mar. 2021

S6 : 22nd Mar to 26th Mar. 2021

Exam time : 1 pm to 2 pm (11 am to 12 pm on Friday)

* Question Pattern:

1 long essay of 15 Marks (15x1 = 15)

3 short essays of 5 Marks (5x3 = 15)

Total Marks : 30 Marks.

There being no other business the meeting was conducted with a vote of thanks by the Principal

1. Dr. Jose. P. Abraham

2. Mrs. K.J. Philomina

3. Mrs. Nancy Jison

4. Mrs. Susamma Thomas

5. Mrs. Vrunda. S.

6. Mr. Chandanraj SM

7. Mr. K.J. Thomas.

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Susamma Thomas

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Principal's Signature