






Minutes of the CCME meeting held on 26.5.2020
at Principal's chamber

Members Present

- 1.
2. Pina Elizabeth Mathew 
3. Dr. Jairani P S 
4. Dr. Sini H 
5. Dr. D. Baiju 
6. Dr. H. M. SABEEN 

Decisions Taken

1. A representation from Abhyath A. R BSc Statistician (2012-15) Batch was received from the Director of Collegiate Education on 1.6.2020 in the college dated 26.5.2020. The student has requested for resubmission of internal assessment marks of the fifth semester of the BSc Statistician course in order to complete his course.

On enquiry with the department it was seen that the student scored internal marks for the various subjects of the semester as follows

Subject code	Name of subject	Internal mark
01	Probability & distributions	1.75
02	Estimation	2.5
03	Testing of hypothesis	3.5
04	Sample Survey Methods	1.75
1551-3	Genetic Engineering	0.65

The minimum for a pass in internal marks is 0.5 in the 4 point grading scheme. The student has scored above minimum in all subjects.

As per University regulations resubmission

is possible when the student fails (below 0.5) in the Internals. Any further action in this regard can be done only by the University.

3. S₆ exams commence after lockdown following Covid protocol

[Signature]
2/6/2020

Minutes of the CCME meeting held on 07/2020
at Principal's chamber.

Members Present




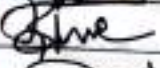


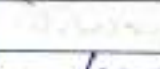
- | | |
|--------------------------|---------------|
| 1. Jolly Bose - R | Plant |
| 2. Nishad - N | Nishad |
| 3. Dr. Smit | Biochemistry |
| 4. Asha - S | Chemistry |
| 5. Dr. Soumyarani - VS | Biotechnology |
| 6. Gina Elizabeth Mathew | Smallallery |
| 7. Dr. Sabena - H M | |

Decisions Taken


1. A letter from the University of Kerala CBCS
etc I/2020 GUM dtd 1-7-2020 was
received regarding improvement of CE mark
of 2nd semester of A/B Nizam (20516108016)
2019 pass out. The request was intimated
to the HOD and explanation was obtained
from the HOD of English. As per the
explanation of the HOD he has obtained 1 mark
for attendance and had not submitted
any assignments or written test paper.
The request of the student along with
explanation of the HOD is to be forwarded
to the University for favourable further action.
As per the University regulation the
student who has failed for CE marks
can reappear for improvement of CE in
the next available chance. The student
has ~~failed~~ ^{completed} out of the course in 2019 March.
Hence for further improvement of CE
order from University is needed. Hence
the CCME has decided to forward the request
of the student to the University for further
order.

[Signature]
3/7/2020

Minutes of the CLMC meeting held on 2/8/2020
at Principal's Chamber

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|----|-----------------------|--|
| 1. | Dr. Sobeen H.M. |  |
| 2. | Dr. Simi H. |  |
| 3. | Tina Elizabeth Mathew |  |
| 4. | Anjana V |  |
| 5. | Jolly Bon R |  |
| 6. | Dr. S. Baiju |  |
| 7. | Messena C.S. |  |

- All departments and teachers are to provide the internal marks to students in online mode and see that no grievances exist in this matter. If any grievances exist it should be rectified and the internal marksheet are to be uploaded only after rectification.
- The results of each exam declared are to be analysed by the concerned DCMC's and appropriate measures are to be taken to step up results.
- Online attendance of students is to be summarized.
- The U.O NO AC AV/1/CLMC/2020 dtd 9th 17.6.2020 is to be noted by all departments. The attendance component has been removed from the total CE marks ^{of course (part)} as per the U.O CE marks will consist of
 - 20% Assignment Seminar - 10 marks, Test paper - 10 marks out.
 - 20% This is implemented from 2020 admission onwards. However attendance for practicals will continue in the specified manner as in the U.O. To register for ESE 75% of aggregate attendance for all courses is mandatory.



Minutes of the CMC meeting held on 10/11/20
at Principal's Chamber

- | | |
|-------------------------|--------------------|
| 1. Gma Elizabeth Mathew | <u>Imayalunny</u> |
| 2. Kings A S | <u>[Signature]</u> |
| 3. Anjana V | <u>[Signature]</u> |
| 4. Dr. S. Baiju | <u>[Signature]</u> |
| 5. Dr. H. M. Sabees | <u>[Signature]</u> |
| 6. Meeena C. S | <u>[Signature]</u> |

1. The University has scheduled the S_1 and S_2 exams of (2018 and 2019 admission) in the month of November 2020.
2. All departments are to consolidate the online attendance of students and forward the same to the University.
3. Departments are to inform details of students having below 75% of attendance. (if any)
4. HOD's informed that student attendance is high in the online mode.
5. Entry of CE marks will be enabled as soon as exams commence. All the students are to be informed about their CE marks and if any issues pertain in this matter is to be brought to the notice of the CMC and then if not solved to the CMC.

[Signature]


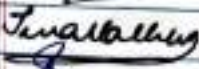






Minutes of the CCSC meeting held on 5/1/2021 at
Principal's Chamber.

- 1. G. Sreekala
- 2. Dr. Simi P
- 3. Sina Elizabeth Mathew
- 4. Dr. Somyaram V. S
- 5. Kelly Poo - R
- 6. Meecena C. S
- 7. Dr. S. Raju
- 8. Anjana V

- 1. The S₅ and S₈ Esexams are scheduled for February and March 2021. (2018, 2019 admits)
- 2. All departments are to consolidate attendance of the students and inform details of students having attendance below 75%.

Dr. Indira
ST/TA

Minutes of the meeting held on 8/2/2021
at Principal's Chamber

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|----|-----------------------|---|
| 1. | Cr. Seelkala |  |
| 2. | Jina Elizabeth Mathew |  |
| 3. | Dr. Sini P |  |
| 4. | Holly Bon-R |  |
| 5. | Soumyaram V S |  |
| 6. | Messina C. S. |  |
| 7. | Dr. S. Raju |  |
| 8. | Anjana V |  |

- The results published of the 5th Semester is to analyzed by the departments. Based on the results the departments are requested to take appropriate steps to improve scores of poor performers.


8/2/21

Minutes of the meeting held on 22/3/2021
at Principal's Chamber.

- | | |
|--------------------------|-------------------|
| 1. Soumyarani V. S | <u>Soumyarani</u> |
| 2. G. Seetha | |
| 3. D. Srinath | |
| 4. Meena C. S. | |
| 5. Tommy Bon. R | <u>Tommy</u> |
| 6. Tina Elizabeth Mathew | <u>Tina</u> |
| 7. Dr. S. Baiju | |
| 8. Anjana | |

- The S_6 exams are scheduled for April 2021.
All departments are to submit attendance % of the S_6 students. List of students with attendance below 75%, if any, is to be informed.
- HOD's informed that there are no students who need condonation.
- Attendance of S_3 class is to be calculated and submitted before 30th March 2021. List of students with poor attendance, if any, is to be informed.
- No issues regarding S_3 attendance is seen so far.

Soumyarani
22/3/21

Minutes of the meeting held on 22.6.2021
at Principals Chamber.

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|--------------------------|------------|
| 1. G. Sreekala | |
| 2. Jina Elizabeth Mathew | Jinamathew |
| 3. Jolly Boss R | Jolly |
| 4. Dr. Sini A | Sini |
| 5. Soumyarand V.S | Soumyarand |
| 6. Meesena C.T. | Meesena |
| 7. Dr. S. Baiju | S. Baiju |
| 8. Anjana.V | Anjana |

- The S₆ exams (2018 admin) commenced on June 28 2021. All HoD's are requested to enter internal marks - CE marks as soon as the link is enabled.
- Teachers should obtain approval of students regarding CE marks through online mode.
- Any change regarding list of open courses offered by departments are to be intimated.
- S₂ classes (2020 admin) commenced on May 17 2021.
- S₅ classes (2019 admin) commenced on June 7th 2021.
- CE marks of S₆ class (2018 admin) is to be uploaded after getting approval of students in online mode.
- CE marks of S₃ class (2019 admin) is to be completed and uploaded as soon as link is available.

K. S. S. S.
22/6/21




Minutes of the meeting held on 28.7.2021
at Principal's chamber

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|--------------------------|--------------------|
| 1. G. Seekale | |
| 2. Dr. Smiti H | |
| 3. Jina Elizabeth Mathew | <u>Imallathur</u> |
| 4. Jolly Bon-R | <u>(Signature)</u> |
| 5. 'Arunjaram' V.S | <u>(Signature)</u> |
| 6. Meenu C.S | <u>(Signature)</u> |
| 7. Dr. S. Baiju | <u>(Signature)</u> |
| 8. Anjona V | <u>(Signature)</u> |


1. The Sy exams (2019 adms) are to commence in September-2021.
2. Attendance % of Sy students are to be submitted to office.
3. HoD's informed that all students of Sy have attendance % above 75%.
4. CE marks of Sy class is to be uploaded. Last date of uploading is 30.9.2021.
5. Consent of Sy students is to be obtained regarding approval of CE marks.
6. Results of B₂ (2019 adms) that were announced on 02.7.2021 are to be analyzed.

(Signature)
28/7/21

Minutes of the meeting held on 6.9.2021
at Principal's Chamber

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|--------------------------|---|
| 1. G. Sreekala |  |
| 2. B. Sini H | |
| 3. Tina Elizabeth Mathew | <u>Smallalby</u> |
| 4. Jolly Bose R | <u>Phy</u> |
| 5. Soumyaram V S | <u>Soumyaram</u> |
| 6. Meena C S |  |
| 7. Dr. S. Baiju |  |
| 8. Anjara V | |

1. Attendance of S₁ students (2020 adms) are to be submitted to office at the earliest.
2. Exams are likely to commence in October 2021.
3. CE marks of S₁ (2020 adms) to be made as per new guidelines avoiding Attendance component for theory courses.
4. Approval of CE marks are to be obtained from students.
5. List of students of S₁ having attendance below 75% is to be informed.
6. HoD's informed that S₁ students have attendance above 75%.
7. Result analysis of S₆ (2021 adms) to be done


Principal.

Minutes of the meeting held on 16.11.2021 at
Principal's Chamber.

53

Members Present

- | | | | |
|---|--------------------------|--|--------|
| 1 | Dr. Kumari Sneha S. Nair | | Maths |
| 2 | Anjana V | | Stat |
| 3 | M. BISHMA B | | Chem |
| 4 | Dr. Jayani P.S. | | BT |
| 5 | Dr. Karthika K | | Geo |
| 6 | Tina Elizabeth Mathew | | CS |
| 7 | Deepthi S Nair | | Physic |
| 8 | Dr. Sini H | | BC |
| 9 | Dr. Sobeen HM | | UGA |

Decisions taken

- Two students of MSc Mathematics (2020 admn) Akhil V kumar, Jinnor Anwar S. A. are seen to be irregular in offline classes. ^(Dec 2020) They have not attended online classes also. ^{Can't attend} It was seen that they did not register for S₁ exams in August 2021 inspite of requests from the department. It was decided to inform the University of this issue. A request from HOD Mathematics was received in this matter. The students are removed from ^{rolls of university as they are not registered. It is decided to inform them.}
- Attendance of S₁ students is to be submitted to the office at the earliest.
- The analysis of S₂ (2019 admn) results is to be done by all departments. (UG)


16/11/21

Minutes of the meeting held on 21.12.2021 at
Principal's chamber.

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| 1. | | | |
| 2. | Dr. Sabeeh. H. M | IQAC Coordinator |  |
| 3. | Anjana. V | Statistics |  |
| 4. | Jolly Basu. R | N/AAC Convenor |  |
| 5. | Dr. S. Baiju | Mathematics |  |
| 6. | Trina Elizabeth. Mathew | Computer Science |  |
| 7. | Dr. Rashika A | Biochemistry |  |
| 8. | Dr. Karthika. K | |  |
| 9. | Asha. S | |  |

Decisions taken

1. Last date of S_5 UG CE marks and S_2 PG are 10.1.2022, 23.12.2022
2. S_2 attendance to be submitted to office
3. Model exam conducted for S_2 from 14.12.2021 to 29.12.2021. Exam of 23.12.2021 postponed to 4.1.2022 owing to closing of college. The marklist to be submitted by first week of January 2022.


21/12/21