

DLMC Meeting held on 03.06.2022.

Members present:

1. Dr. Rethesh K RM
2. Smt. Angeo Varghese AM
3. Smt. Sabitha Mohan
4. Smt. Asha S. ch
5. Sri Sudheer B.
6. Smt. Lekshmy R.K.

Agenda

1. Taking over charge of the new HOD.
2. Assigning charges to the new faculty members.

Dr. Rethesh K had taken charge as new HOD of the Department. Smt. Sabitha Mohan and Smt. Poojitha K were also welcomed to the dept. It was decided that the newly joined faculty members shall take the portions of the faculty they replace by transfer. Also Smt. Poojitha K was given the class tutorship of final year IC students.

DLMC meeting held on 20/06/2022

Members present:

1. Dr. Rethesh K RL
2. Smt. Angeo Vaughen AV
3. Smt. Sabitha Mohan
4. Smt. Asha S. AS
5. Sri. Sudheer B
6. Smt. Pasvathy K
7. Smt. Lekshmy R K

It was decided to give attendance to only those who attend improvement exams of S_1 . Other students are directed to attend the classes. CE marks of S_3 batches to be uploaded before 25th June to principal level.

DLMC meeting held on 15/07/2022

Members present:

1. Dr. Rethesh K Rh
2. Smt Angeo Varghese AV
3. Smt Sabitha Molan
4. Smt Asha S AS
5. Sri Sudheer B
6. Smt Parvathy K
7. Smt Lekshmy R K

Agenda:

Assigning charges of odd semester internals.

Faculty members were assigned charges to upload internals (CA marks) in the following manner.

- Dr. Rethesh K - S_5 IC Industrial Chemistry Lab, Open Course
- Angeo - S_1 IC Inorganic Chemistry, S_3 BT Physical Chemistry
- Sabitha - S_1 BT Inorg. Chemistry, S_3 BC
- Asha - S_1 IC Methodology, S_3 IC Inorganic Chemistry
- Sudheer - S_3 IC Physical Chemistry, S_5 IC Organic Chemistry
- Parvathy - S_1 BC Chemistry, S_3 IC Industrial Chemistry
- Lekshmy - S_3 IC Organic Chemistry, S_5 BT Organic Chemistry

The faculty in charge is to co-ordinate the internal examination for that course, give and prepare the CA marks to upload in university site.

SLMC meeting held on 29/08/2022

Members present:

1. Dr. Rethesh K Rms
2. Smt. Angeo Vaegheu AV
3. Smt. Sabitha Mohan
4. Smt. Asha S AS
5. Sri Sudheer B
6. Smt. Pasvathy K
7. Smt. Lekshmy R K

Agenda:

1. Beginning of 1st yr classes.
2. 1st yr tutorship
3. guest lecturer.

Decisions:

As first year classes are beginning on 31/08/22, arrangement of classes were discussed. Ms. Asha S is to continue as first year tutor and be their tutor till the final year of this batch. HOD and tutor will give orientation classes for the fresh students for one or two days. It was decided to request for appointment of guest lecturer as 3 batches start functioning.

DLMC meeting held on 16/09/2022.

Members present:

1. Dr. Rethkesh K RM
2. Smt. Sabitha Mohan
3. Smt. Asha S ds
4. Sri Sudheer B
5. Smt. Parvathy K
6. Smt. Letchmy R K

Agenda:

1. Class PTA of S_2
2. EVS project and site visit.
3. Joining of guest lecturer.

Decisions:

Class PTA of second semester students to be scheduled this month itself. Parents are to be informed of the CA mark system and minimum attendance. A visit to Thammala is to be arranged as part of EVS project of S_2 students and Ms. Asha and Ms. Sabitha are to escort the students.

It was decided to ask Mrs. Sabitha, the selected guest lecturer to join college for classes on 10th October.

PLMC meeting held on 11/10/22

Members present:

1. Dr. Rethesh K AK
2. Smt. Angeo Varghese AV
3. Smt. Sabitha Mohan
4. Smt. Asha S AS
5. Sri. Sudheer B
6. Smt. Parvathy K
7. Smt. Lekshmy R K

Agenda:

1. Students' tour
2. Dept staff position
3. PTA meeting.

Decisions taken:

Decided to permit S_5 students to have tour to Goa as per BCE guidelines. Entrusted Sri. Sudheer B and Smt. Angeo as escorting teachers for the tour.

Reallocation of tables and chairs for the faculty members were done as per their wish. Decided to have ~~an~~ a PTA meeting of S_5 students after the S_2 improvement exams.

DLMC meeting held on 01/11/22

Members present:

1. Dr. Rethresh K RL
2. Smt. Angeo Vaughese AV
3. Smt. Asha S AS
4. Sri Sudheer B
5. Smt. Lekshmy R K

Decisions:

As per students' request it was decided to postpone the internal exams of S_5 . An online PTA meeting of parents of S_5 students to discuss the concerns on tour programme was scheduled on 6th Nov. 2022.

An offline PTA meeting of S_5 is to be conducted during November itself.

DLMC meeting held on 14/12/22

Members present.

1. Dr. Rethiesh K RL
2. Smt. Angeo Varghese AV
3. Smt. Sabitha Mohan
4. Smt. Asha S AS
5. Sri Sudheer B
6. Smt. Paveethy K
7. Smt. Lekshmy R K

Decisions:

Plan fund proposal for chemicals and equipments for the coming academic year is to be submitted at the earliest. List of chemicals to be done by Smt. Asha S and that of equipments by Smt. Lekshmy R K and all faculty members shall suggest the required chemicals and equipments for their lab work.

DPMC meeting held on 05/01/2023

Members present:

1. Dr. Rethkesh K RM
2. Smt. Angeo Varghese AD
3. Smt. Labitha Mohan
4. Smt. Asha S dy
5. Sri Sudhicee B
6. Smt. Paavathy K
7. Smt. Lekshmy R K

Agenda: Shortage of lab space.

Decisions taken:

The staff in charge of lab of first year classes complained of lack of facility for doing practicals. So it was decided to ask for the lab from the biotechnology dept. which was earlier given to them.

DLMC meeting held on 06/01/23

Members :

1. Dr. Rethesh K RM
2. Smt. Angeo Varghese AV
3. Smt. Sabitha Mohan
4. Smt. Asha S AS
5. Sri Sudheer B
6. Smt. Parvathy K
7. Smt. Lekshmy R K

Agenda: Urgency of lab space.

As parallel lab hours were there for various classes, it was decided immediately to entrust HOD to give a request in writing to the Principal to allot an additional lab to the department.

A PTA meeting of ^{for} students to be called

SLMC meeting held on 13/02/23

Members present:

1. Dr. Deheesh K RM
2. Smt. Angeo Varghese AV
3. Smt. Sabitha Mohan
4. Smt. Asha S AS
5. Sri Sudheer B
6. Smt. Paerathy K
7. Smt. Lekshmy R K

Decisions:

Decided to begin 2 portions even before 1, examinations as per university directions. Result analysis of 1, was done. Students need to improve a lot. Discussed some ways to make them improve viz. making them writing answers for previous question papers etc. Entrusted Smt. Sabitha Mohan to co-ordinate the combined programmes of Women's Day and National Science Day

DLMC meeting held on 20/02/23

Members:

1. Dr. Rethesh K RM
2. Smt. Angeo Varghese AV
3. Smt. Sabitha Mogan
4. Smt. Aska P AP
5. Sri Sudheer B
6. Smt. Paveethy K
7. Smt. Lekshmy R K

Decisions:

Positions of S_4 were fixed for
among faculty members as S_4 classes are
beginning

Result analysis of S_4 was done

DLMC meeting held on 23/02/23

Members:

1. Dr. Rethesh K RL
2. Smt. Angeo Varghese AV
3. Smt. Sabitha Mohan
4. Smt. Asha S AS
5. Smt. Parvathy R
6. Smt. Lekshmy R K

Decisions: Allocation of courses for even semester.
The respective faculty member will be in charge of preparing and uploading CA marks for that particular course. Reminded faculty about S₆S₁ CA mark entry.

Courses allocated for each is as follows:

1. Dr. Rethesh K - S₄ IC (Inorganic chemistry), S₄ IC (practical),
S₄ BC (practicals)
2. Angeo Varghese - S₄ IC (Physical chemistry), S₂ BC,
S₆ BT (practicals)
3. Sabitha Mohan - S₂ BT, S₄ IC (Industrial chemistry),
S₄ BT (practicals)
4. Asha S - S₂ IC (Environmental studies), S₂ IC (Inorg chemistry),
S₂ IC (practicals)

5. Sudheer B - $\int_4^6 BT$, $\int_4^6 BC$, $\int_6^8 IC$ (practicals)

6. Parvathy K - $\int_6^8 IC$ (Elective), $\int_6^8 IC$ (physical chemistry),
 $\int_2^4 BT$ (practical)

7. Lekshmy RK - $\int_6^8 IC$ (Industrial III), $\int_6^8 BT$, $\int_7^8 IC$ (practical ^{Industrial})

8. Sasiika R - $\int_6^8 IC$ (Industrial IV), $\int_6^8 IC$ (practical)