

Meeting No: 2

Date 15/12/15

Venue - Medihall

Agenda

Members Present

Minutes

- Receipt for collecting Rs10 in library during semester registration.
- way out for lost library cards / providing duplicate ID cards.
- Providing fee at the end of every semester due to loss of library card. (will be stopped as per decision taken now).

Suggestions:

- deactivate the card lost and issue a duplicate card.
- Toilet maintenance
Till a separate placement block is made, the toilet adjacent to the placement cell will be blocked for providing a better facilities for placement cell.
- clogging of basins, functioning of pipes.
- Smell due to tank near classroom no: 104.
- S4 special supplementary examination, request will be sent to university representing the students.
- ~~use~~ placement of water filters - expenditure will be looked for and further actions will be taken.
- * → wifi availability in all classes - estimate about additional expenditure and further plans will be taken up thereafter. Will be considered within PTA.

- information centre to handle queries - separate staff members were provided - class reps are to inquire in the office - proper queries & ~~about~~^{on} university to be met.
- lunch time for office staff ~~to~~ to be shifted from 1:30 - will be requested.
- Better communication techniques within staff will be looked for.
- Make the office staff available for both 1st year and others
(half an hour common for both)
- problems regarding guest lectures to be handled by staff ad
- lab for 2nd semester is in process.
- * → maintenance of lights and fans, leaks etc.
(list is to be made)
- ladies hostel - possibilities will be looked for.

Members present

- Dr. V.P. Drassia
- Duraimani. col. ~~PT~~
- Johnson - (Physical director) ~~and~~
- Manimal. (H.O.D. In-charge) ~~or~~
- Pradeep (H.O.D. EC) ~~of~~

Rahul Varghese	Roy (CB)	Handwritten signature
Govind Paul	(CA)	Handwritten signature
Geeshma Ponkavon	(EB6)	Handwritten signature
Ikey Sebastian	(EB6)	Handwritten signature
Aswin shaji . T	(EE4)	Handwritten signature
Nidhin Sankar	(EBB)	Handwritten signature
Gokul/Ramesh	(EC6A)	Handwritten signature
Anjan R. Nair	(EC6B)	Handwritten signature
Sethulakshmi c.s	EES	Handwritten signature
Manju Augusthine	EES	Handwritten signature
Namrata G Menon	EE4	Handwritten signature
Lakshmi Jayakumar	ECA	Handwritten signature
Vishnu. D. Pradeep	EB6	Handwritten signature
ABBIN Thomas JKUM	GC6B	Handwritten signature
Anil. Joby	EC6D	Handwritten signature
Prasanth P S	EB6	Handwritten signature
Shefali Shah	EC6A	Handwritten signature
Jayakar. M.J	EC4A	Handwritten signature
Kiran Mohan	EB4	Handwritten signature
Dean Robry V	EC4B	Handwritten signature
Adityan M. R	EEE	Handwritten signature
Anju Joby	EC6B	Handwritten signature
ELSA KURIAN	EC4B	Handwritten signature
Jose Anu		Handwritten signature

Anil V. Sajith	CSGA	Anil
Fathimathul Fahida	CSGB	Fahida
Nileema Ramesh	CSGB	Nileema
Jacob Lukose	CSGB	Jacob
Ambikak	ECYA	Ambikak
Gregory George	CS4B	Gregory
Salma Sulthana	EBB	Mb Sulthana
Ajith K.S.	ECB	Ajith
Ashline George	ECB	Ashline
Shreya Shankar L	ECIA	Shreya
Anand M Danielan	EBA	Anand
Sachin Dominic	ECB	Sachin
Geopika T.R	CSIA	Geopika
Archana P	CSLB	Archana
Rohith K.P	EBB	Rohith
Azwin Lal km	EE P	Azwin
Alex Jude	ECPB	Alex
Ashwin Sasthannor	EC 8 B	Ashwin
Rahul Gopal	EC 9 A	Rahul
Bonny Mathius	CS 8 B	Bonny
Kavya Pradeep	ECGA	Kavya