

**STAFF COUNCIL  
MEETING MINUTES**

# Meeting of Staff Council

Date : 11/10/2017

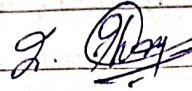


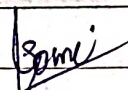

Time : 10.30 am

Presided by : Dr. K. C. Mathai (Principal)  
Minutes taken by : Ms. Mekha Salim (Secretary)  
In the presence of : Fr. Thomas Pulbenparampil (Director)

## Agenda.

1. Disciplinary action against few students.
2. Approval of the internal exam time table.

## Members Present

1. Fr. Thomas Pulbenparampil 
2. Dr. K. C. Mathai
3. Prof. Thomas George
4. Dr. Harichandran 
5. Prof. Prabha Alice Varkey 
6. Dr. Abraham Punnoose
7. Prof. Somichen Baby 
8. Prof. Mathew Varghese
9. Mekha Salim 

## Decisions and Discussions.

A complaint was received on 10<sup>th</sup> <sup>October</sup> ~~September~~ 2017, by Muhammed Fayas of S<sub>1</sub> English that he was slapped by the senior students vijesh and Anandhu Sasilaran of S<sub>3</sub> tourism. The petition is filed as ragging.

It was informed by the parent of Muhammed Fayas that he was admitted in the government hospital and requested the principal to take necessary action in this incident.

The Council decided to forward the petition to the police station with the copy of the complaint received.

The Council formed an enquiry commission comprising three members - Prof. Prabha Alice Varkey, Prof. Mathew Varghese and Prof. Abraham Punnoose.

Time table for internal examination is approved by the Council. The exam for S3 and S5 will be in the forenoon section and S1 will be in the afternoon section.

By 30th October internal question paper should be handed over to the head of departments.

Passed  
Proposed by  
Prof. Prabha Alice Varkey  
Seconded by  
Dr. Hemish  
*[Signature]*

*[Signature]*  
Secretary.

## Staff Council - 21

Date : 29/8/2019

Venue : Principal's office

Minutes taken by : Anila Elizabeth John

Presided by :

\* Rev Fr. Thomas Puthenparambil

## Agenda :

- (\*) Disciplinary Action
- (\*) Freshers Day
- (\*) Oners Celebrations
- (\*) Any Other Relevant matters

## Members Present :

1. Dr. R. Harish Harish
2. Benichan Baby Bene
3. Prabha Alice Varkey Prabha
4. Dr. Abraham Punnoose Punnoose
5. Dr. P. K. Varghese P. K. Varghese

## Decisions And Discussions :

- (\*) The meeting decided to suspend, Jackson Jose of St. Toucism, on the basis of the enquiry commission comprising of Prof. Prabha Alice Varkey and Prof. Abraham Punnoose.

Meeting of the HOD's and disciplinary  
action committee

Date 14.3.2017

Time : 12:15 pm

Presided by : Do. K.C. Mathan (Principal)

Minutes taken by : /

In presence of : Fr. Thomas Puthen Parampil

Agenda.

To take necessary action against certain  
students who violate the discipline repeatedly.

Members Present

- 1 Do. K.C. Mathan K.C. Mathan
- 2 Fr. Thomas Puthenparampil F. Thomas
- 3 Dr. Simon Tharakon Simon
- 4 Do. A. Harish A. Harish
- 5 Publi Alice Varkey Publi
- 6 Thomas George Thomas
- 7 Males Varkey Males
- 8 Anumina Mohan Anumina Mohan

Decisions and discussions.

1. In connection with the violence that occurred  
outside the campus, <sup>and written complaint received from the students</sup> the staff council decided to <sup>take</sup> suspend  
necessary action to the following students as a part of disciplinary  
action -

- |        |   |            |
|--------|---|------------|
| Tibin  | - | 84 Tourism |
| Tithin | " | "          |
| Allen  | " | "          |
| Vishnu | " | "          |
| Amith  | - | 84 Tax.    |

Date 3/9/2018

Venue: Principal's Office

Minutes taken by: Anila Elizabeth John

## Agenda

1. Disciplinary action against Ananda Sasidharan
2. Hand Ball Tournament
3. Flood relief fund collection
4. Any other relevant matter: 3<sup>rd</sup> term class  
Further Day, Tourist PTA meeting, membership

## Members Present

1. Rev Fr. Thomas Puthoparampil
2. Dr. K. C. Mathai
3. Prof. Pubha Alice Varkey
4. Prof. Dr. Abraham Punnoose
5. Dr. P. K. Varghese
6. Dr. Simon Tharakan
7. Dr. Harish. R
8. Prof. Mathew Varghese
9. Prof. Dr. Varghese Thomas
10. Prof. Senuchan Baby
11. Prof. Anila Elizabeth John
12. Dr. Simon Tharakan
13. Prof. Pubha Alice Varkey

## Decisions and Discussions:

- \*1) Meeting started with one minute observance of silence in the honour of Rev. Dr. Daniel Mangalath, the first counsellor of our college who passed away
- \*2) The meeting was initiated by the discussion on mentoring and counselling and the duty was entrusted on Dr. P. K. Varghese

- HOD of Economics, for its implementation.
- \* Decided to take appropriate disciplinary actions against Anandhu Sasidharan, SS Tourism and decided to call Anandhu Sasidharan and his parents before the disciplinary union committee before 15<sup>th</sup> September 2018. The committee members are (i) Prof. Dr. Abraham Punnoose (HOD of Commerce) and (ii) Prof. Prabha Alice Varkey (HOD of English).
- \* Decided to conduct the National level Handball Tournament in our college from 26<sup>th</sup> September to 28<sup>th</sup> September. There will be classes in the morning session and the afternoon sessions will be allotted for games.

## STAFF COUNCIL

Date: 18/4/19

Time: 11:30

Venue: Principal's office

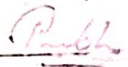
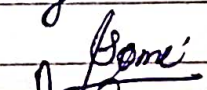

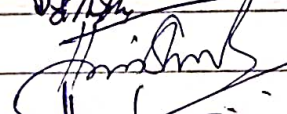
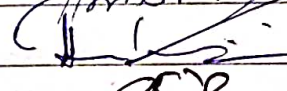
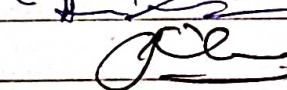
Minutes taken by: Anila Elizabeth John

## Agenda:

- i) Vacation
- ii) Disciplinary Actions
- iii) Any other Relevant matters.

## Members Present:

Rev. Fr Thomas Puthenparambol

1. Dr. K.C Mathai 
2. Prabha Alice Varkkey
3. Banichar Baby 
4. Maki Wadhwa 
5. Dr. R. Harichandran 
6. Dr. Anush Parvath 
7. Dr. P.K. Varghese 

## Decisions And Discussion:

(\*) The college closes for Summer Vacation on 12 April 2019 and reopens on 20 May, 2019.

(\*) Even though there was no complaint registered <sup>by their parents</sup> at the college regarding the missing case of Farzana Fazaludeen and Vishnu Vijayan, the staff council discussed the matter gravely.



## Staff Council - 18

Date 01/07/2019

Venue: Principal's Office

Presided by: Fr. Thomas Puthenparambil

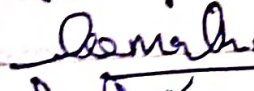


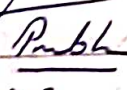
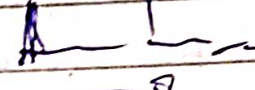
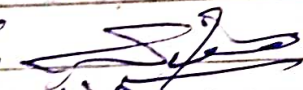
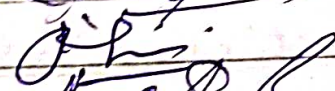
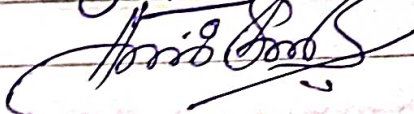
Minutes taken by: Anila Elizabeth John

## Agenda:

Marginal Increase (2019-20)

Nominations of (1) CLMC Convenor (2) IQAC Co-ordinator  
(3) Extension Activity Co-ordinator (4) Open Course Co-ordinator  
and (5) Returning officer and College Union Advisor

Members Present:

1. Rev. Fr. Thomas Puthenparambil
2. Dr. K. C. Mathew 
3. Prof. Mathew Varghese 
4. Gomichan Baby 
5. Pubha Alia Varghese 
6. Dr. Abraham Puzanose 
7. Dr. Simon Tharakan 
8. Dr. P. K. Varghese 
9. Dr. R. Herish 

## Decisions And Discussions:

- The meeting started with a prayer.
- Principal informed the gathering that a written letter was received from Fuzana's parents regarding the new guardianship and she is readmitted in college.

## Staff Council - 21

Date : 29/8/2019

Venue : Principal's office

Minutes taken by : Anila Elizabeth John

Presided by :

\* Rev Fr. Thomas Puthenparambil

## Agenda :

- (\*) Disciplinary Actions
- (\*) Freshers Day
- (\*) Onam Celebrations
- (\*) Any Other Relevant matters

## Members Present :

1. Dr. R. Harish Harish
2. Bomichan Baby Bome
3. Prabha Alice Valkey Prabha
4. Dr. Abraham Punnose Abraham
5. Dr. P. K. Varghese P.K.V.

## Decisions And Discussions :

- (\*) The meeting decided to suspend, Jackson Jose of St. Thomas, on the basis of the enquiry commission comprising of Prof. Prabha Alice Valkey and Prof. Abraham Punnose.

## Staff Council 22

Date : 12/2/2020

Venue : Principal's office.

Minutes taken by : Anla Elizabeth John


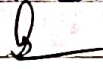



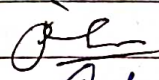
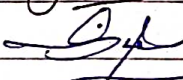
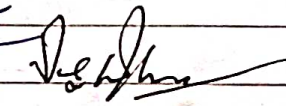
Presided by :

(\*) Rev. Fr Thomas Puthenpazambil.

## Agenda :

- (\*) Disciplinary Action.
- (\*) NAAC accreditation & Orientations.
- (\*) English and College Fest.
- (\*) Fifth Sem Valuation.
- (\*) Open course Valuation
- (\*) PTA meeting 4<sup>th</sup> Sem
- (\*) Any Other Relevant matter.

## Members Present :

1. Rev Fr Thomas Puthenpazambil 
2. Dr K C Mathai 
3. Meha Salim 
4. Bomichan Baby 
5. Deepa Jayanandan 
6. Dr. B.K. Varghese 
7. Dr. Simon Thordarson 
8. Prof. Mathew Varghese 

## Decisions and Discussions :

- (\*) Adhil Sidhik of S<sub>1</sub> English and Melbin G of S<sub>2</sub> Tourism are suspended from the college. Their parents are informed to

come and meet their respective HOD's and Principal immediately. If they don't respond, compulsory TC will be issued to the students.