

S. No	Points Discussed	Actions planned	Target Date	Responsibility	Remarks
1	B.Voc to year out students after 6 th semester	Discussed and came to a conclusion that B Tech curriculum upto 6 th semester concentrates on in-depth study of fundamental courses. For awarding B.Voc to year out students after 6 th semester they should undergo skill acquisition programs which is included in the diploma courses			
2	College Union inauguration	As requested by college union chairman, decided to give permission to conduct the program upto 8 P M. Prof Sajitha is entrusted to give detailed program schedule. Following faculty are assigned duty. Dr Sreejith B, Dr Shaji K, Dr Gigi Sebastian, Dr Renjana devi, Dr Meenakshi, Dr Shajeemohan, Prof Saeed, Dr Ragesh P P, Prof Sajitha(Union Staff Advisor), Prof Ansu V	22/11/18		
3	Working day on 1-12-2018	Since 17 th October is declared as holiday and as per circular no 1881/2018/H Edn dt 15.10.18, it is to be compensated. 1-12-18 will be working day instead of 17-10-18		Principal	C1, Issue order
4	Placement activities	Congratulated Athira Mohan for placement in Mitsogo. Spectrum drive on 21/11/18, Infosys on 22/11& 23/11 at Kannur Decided to nominate Dr Deepak as a member of placement cell to coordinate placement activities of AEI Dept		Prof Ansu and placement team	
5	Anti-ragging affidavit	Entrusted HoD ME, AEI and CE to submit the progress of the students who completed online affidavit		Dr Renjanadevi	
6	Informing attendance and test marks to Parents	Entrusted HoDs to make arrangements to inform attendance and test marks to Parents as decided in the previous council meeting on 26-10-2018		HoDs	

7	Request from General Captain	Conducting 1. chess tournament starting from 23 rd Nov for all students 2. penalty shoot out in the basket ball court on 26 th and 27 th for all students 3. badminton tournament from 23 rd for Ist year girls. Decided to give permission after 4 30 P M in the supervision of Prof Jayakumar. He should be present during the program		Prof Jayakumar	
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