



# ST. PAUL'S COLLEGE KALAMASSERY

## Minutes

Committee Name	Code of Conduct Monitoring Committee		
Meeting Number with year	2	Day/ Date Time	on 12 <sup>th</sup> March 2020 at 10.30 am
<b>Members Present</b>			<b>Signature</b>
1. Dr. Sobhana Michael (Principal)			
2. Ms. Valentine D' Cruz (Vice Principal)			
3. Dr. Asha E Thomas ( IQAC coordinator)			
4. Mr. Jose Xavier ( Vice Principal )			
5. Dr. Salia Rex (HoD, English)			
6. Mr. Justine George (staff advisor)			
7. Ms. Sumitha Franklin (HoD Economics)			
8. Dr. Rajeshmon (HoD Physics)			
9. Mr. Texen George (HoD Chemistry)			
10 Mr. Shiju C R (HoD, Commerce)			
11. Mr. Binu P.C (Librarian)			
12. Mr. Antony Diaclos M.J. (Jr. Superintendent)			
<b>Members Absent -Nil</b>			

**Agenda** - Evaluation of the code of conduct of the college during the academic year 2019-20

### Minutes

The meeting of the Code of Conduct Monitoring Committee was held on on 12<sup>th</sup> March 2020 at 10.30 am via Google meet. Dr. Sobhana Michael, the Principal presided over the meeting. She welcomed the gathering and spoke of the need to monitor the code of conduct of the stakeholders of the college, especially students. The various matters in the agenda were discussed and the members gave their suggestions. The following decisions were taken:

1. Evaluated the two day orientation programme for newly Joined students and their parents and found that it was really useful to them.
2. Assessed the faculty orientation programme.
3. Decided to conduct seminars/talks on gender equality and substance abuse

Minutes prepared by <i>Dr. Asha E. Thomas</i> Signature with Date and Name	 Secretary of the meeting 12/03/20	Minutes passed by Signature with Date and Name  12/03/20	<i>Dr. Sobhana Michael</i> Chairman of the Meeting
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4. To deploy a squad for monitoring overall discipline of the college

5. Evaluated the mentoring policy and decided to strengthen the mentoring system.

6. Decided to make some valuable changes in college handbook for students and teachers

**The Meeting concluded at 3.30 pm**



Minutes prepared by <i>Dr. Aisha E. Thomas</i> Signature with Date and Name	<i>[Signature]</i> Secretary of the meeting	Minutes passed by Signature with Date and Name <i>[Signature]</i> 12/03/20	<i>Dr. Sobhan Michael</i> Chairman of the Meeting
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