



**VIMAL JYOTHI
ENGINEERING COLLEGE**
JYOTHI NAGAR, CHEMPERI – 670632, KANNUR, KERALA
ACCREDITED BY IEI, NBA & NAAC ♦ ISO 9001:2015 CERTIFIED
AFFILIATED TO KTU ♦ APPROVED BY AICTE



Extracts of Minutes of the Governing Board Meeting

- 1) The meeting resolved to apply for new two courses in B.Tech namely :
 - (a) **Computer Science and Engineering – Cyber Security -60 seats**
 - (b) **Computer Science and Engineering and Business Systems-60 seats**
- 2) Apply for increase in intake of **M.Tech Structural Engineering from 12 seats to 18 seats.**

Fr. James Chellamkottu

Secretary ,Governing Board

VIMAL JYOTHI ENGINEERING COLLEGE, CHEMPERI

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

S3 CSE C (2020-'24 BATCH)

PTA MEETING

ACTION TAKEN REPORT

Sl. No.	Details of Discussion and Decisions	Target Date	Responsible Person	Remarks
1	A parent said that interval timing is not sufficient for students.He requested clarification regarding the cancellation of the NSS camp and regarding the conduct of online class from Jan 3 2022 to 7 Jan 2022.He asked why S3 and S5 students are excluded from the IEEE event conducted in the college. Moreover, he complained that Students do not have adequate toilet facilities on campus.	With immediate effect	Principal	The principal responded that one of the staff toilets on the ground floor is converted to a student toilet.He said that, NSS camp was cancelled due to the covid protocol and instruction from the panchayat.He added that Parents and students should give more priority to academic activities. Students conducted a strike due to the lack of time to study for exams so they can attend non-academic activities like IEEE, NSS, etc. That's why the principal instructed the coordinator to exclude students from S3 and S5 from IEEE events.Eventhough, Conducted placement training during the Christmas vacation because this is very important for students.Regarding the online classes principal replied that, online class conducted from Jan 3 2022 to 7 Jan 2022 was for the smooth conduct of offline PTA
2	A parent suggested that Internal exams can be rescheduled and he requested to conduct the exams again.	-	Principal	The Principal informed that the resit exam will be conducted for the students after the second series exam.The second internal exam will be on 5 February 2022.

3	A parent suggested that the main reason for the strike is the communication gap between students and teachers. Moreover, he requested clarification regarding the conduct of PTA meetings in offline mode and he added that if it is in an online mode more parents can attend the meeting properly. He suggested to check whether the reason for the preponement of the exam was communicated to the students properly or not.	-	Faculty advisors, HOD, Principal	The Fr. Lazar Varmpakath responded that if we conduct an online PTA meeting there is a chance of network issues and students may attend instead of parents. Dr. Jeethu V Devasia- HoD-CSE informed that proper communication was given to students regarding the reschedule of exams through Whatsapp as well as Email.
4	A parent suggested that due to the hierarchy tutor—>HoD—>principal, students are not able to convey their issues properly. Some issues are not escalated from the department properly.	-	Faculty Advisors	The Fr. Lazar Varmpakath responded that this hierarchy or order to do things is necessary for the smooth communication of the official matters.
5	Class representatives request to maintain the relationship with teachers and students.They said that they regret for the issue that happened on 20th December.	-	Faculties	Principal ensured that the good relationship between the teachers and students will be maintained.

Faculty Advisors:

Mr. Abdul Latheef

Ms. Angel Varghese

HoD, CSE

Dr. Jeethu V Devasia

VIMAL JYOTHI ENGINEERING COLLEGE, CHEMPERI

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

S3 CSE A (2020-'24 BATCH)

PTA MEETING

ACTION TAKEN REPORT

Sl. No.	Details of Discussion and Decisions	Target Date	Responsible Person	Remarks
1	A parent said that interval timing is not sufficient for the students. He requested clarification regarding the cancellation of the NSS camp and the conduct of online class from Jan 3 rd 2022 to 7 th Jan 2022. He asked why S3 and S5 students are excluded from the IEEE event conducted in the college. Moreover, he complained that students do not have adequate toilet facilities in the campus.	With immediate effect	Principal	The principal responded that one of the staff toilets on the ground floor is converted to a student toilet. He said that, NSS camp was cancelled due to the covid protocol and instruction from the Panchayat. He added that the parents and students should give more priority to academic activities. Students conducted a strike due to the lack of time to study for the exams so how can they attend the non-academic activities like IEEE, NSS, etc. That is why he had instructed the coordinator to exclude students from S3 and S5 from IEEE events. But, placement training was conducted during the Christmas vacation because it is relevant for the S5 students. Principal said that the online class conducted from Jan 3 rd 2022 to 7 th Jan 2022 the smooth conduct of offline PTA meetings.
2	A parent suggested that the internal exams can be rescheduled and he requested to conduct the exams again.	-	Principal	The Principal, informed that the resit exam will be conducted for the students after the second series exam which will be held on 5 th February 2022.

3	A parent suggested that the main reason for the strike is the communication gap between students and teachers. Moreover, he requested clarification regarding the conduct of PTA meetings in offline mode and added that if it is in online mode more parents can attend the meeting properly. He suggested to check whether the reason for the postponement of the exam was communicated properly to the students.	-	Faculty advisors, HOD, Principal	Rev. Fr. Lazar Varmpakath, Management representative, responded that if we conduct an online PTA meeting there is a chance of network issues and students may attend instead of parents. Dr. Jeethu V Devasia, HoD CSE, informed that proper communication was given to the students regarding the reschedule of exams through WhatsApp and Email.
4	A parent suggested that due to the hierarchy of tutor→HoD→Principal, students are not able to convey their issues properly. Some issues are not properly escalated from the department.	-	Faculty Advisors	Rev. Fr. Lazar Varmbakath responded that the hierarchy to do things is necessary for the smooth functioning of the institution.
5	Class representatives request to maintain a cordial relationship between teachers and students. They said that they regret for the issue that happened on 20th December.	-	Faculty members	Principal ensured that the good relationship between the teachers and students will be maintained.

Faculty Advisors:

Ms. Divya B 

Ms. Ambili M A 

HoD, CSE

Dr. Jeethu V Devasia