



SAFI INSTITUTE OF ADVANCED STUDY (SIAS)



OBC & MINORITY CELL

**INTERNAL QUALITY ASSURANCE CELL
(IQAC)**





OBC AND MINORITY CELL

Meeting Minutes

Date: 12th June 2018

Time: 2.00 pm

Venue: Room No. 208

The Meeting is called to order by the Principal

Agenda:

1. Reconstitution of the committee
2. Reading and approval of previous meeting minutes
3. Enrollment of first year students
4. Discussion on scholarships and other welfare measures

Members present:

- | | |
|----------------------------|---|
| 1. Dr. P.V Basheer Ahammed | (Chairman) |
| 2. Ms. Sahila M | (Convener) |
| 3. Ms. Smitha K.V | (Asst.prof.Dept of Microbiology) |
| 4. Mr. Akhilnath K.S | (Asst.prof.Dept of MCJ) |
| 5. Sekha Abdulla P.C | (Student representative-BSc Computer Science) |
| 6. Mohammed Rashid | (Student representative-B.Com) |
| 7. Farseenaa J | (Student representative- BSc Microbiology) |
| 8. Murshid T | (Student representative- BSc Food Technology) |



Discussions

- The convener welcomed all members to the meeting.
- The cell will address all the student representatives from first year classes and will give them an orientation about the opportunities got through governmental and non-governmental scholarships, which they can be eligible for.
- The class advisors of the first year and the HoD should give an awareness to the first year students, on possible scholarships that can be applied.
- The cell will initiate a few programmes to encourage and empower the students
- The meeting ended with a vote of thanks by the joint convener.

Decisions

- An orientation will be given to the class representatives and the class advisors on applying to various scholarships
- The details regarding the scholarships and the application procedures will be put up on the notice board.
- The cell will organize a programme on developing soft skills of the students in the month of July



OBC AND MINORITY CELL

Meeting Minutes

Date: 4th December 2018

Time: 2.00 pm

Venue: Room No. 114

The Meeting is called to order by the Principal

Agenda

1. Reconstitution of the committee
2. Reading and approval of previous meeting minutes
3. Discussion on conduction of pre-marital counseling

Members present

- | | |
|--------------------------|---|
| 1. Prof. E.P Imbichikoya | (Chairman) |
| 2. Ms. Sahila M | (Convener) |
| 3. Muhammed Rashid | (Student representative-BCom) |
| 4. Athulya K | (Student representative-BSc Computer Science) |
| 5. Sainul Abid M | (Student representative- BCA) |
| 6. Dhihabudheen K | (Student representative-Islamic Finance) |
| 7. Shahana Sherin | (Student representative- MSc Biotechnology) |



Discussions and decisions

- The convener welcomed all members to the meeting.
- The Principal addressed the committee members and detailed about the importance of the cell and also discussed about the upcoming initiatives to be taken by the cell.
- The discussion led to a decision on conducting a pre-marital counseling session especially for students of the minority community.
- The programme will be conducted in 2 sessions in the second week of December 2018. The programme will be handled in collaboration with Vengara coaching Centre for minority Youths- under the Department of Minority Welfare, Government of Kerala.
- The guest speakers will be Mr.Fathah, Ms. Jumana, Mr. Muhammed Fasal, Adv.Noushad, Ms. Sameera M and Mr. Firoz Ali K.
- The meeting ended with a vote of thanks by Shahana Sherin, Student representative.

Decisions

- A poster should be released announcing the programme
- The programme incharge will be Dr. Sahila MM
- All the Class Advisors and HoD should inform the details regarding the programme to the students. Hence a circular must be made.