



SAFI INSTITUTE OF ADVANCED STUDY (SIAS)



OBC & MINORITY CELL

**INTERNAL QUALITY ASSURANCE CELL
(IQAC)**





OBC AND MINORITY CELL

Meeting Minutes

Date: 7th June 2019

Time: 10.00am

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 minority scholarships

Members present

- | | |
|----------------------------|--|
| 1. Dr. P.V Basheer Ahammed | (Chairman) |
| 2. Ms. Faseela V | (Convener) |
| 3. Ms. Sumayya Jasmin | (Joint convener) |
| 4. Fathima Shibila | (Student representative-BBA) |
| 5. Sumayya M.S | (Student representative-BCom) |
| 6. Naja Hussain | (Student representative-BCom) |
| 7. Mohammed Niyas P | (Student representative- BSc Computer Science) |
| 8. Muhammed Irshad C.H | (Student representative- BCA) |



Discussion and decisions

The convener welcomed all members to the meeting.

- The convenor gave a briefing about the activities of the cell in the previous academic year.
- The Principal was then invited to address the committee and give a detailed outlook on what he expects from the cell this year.
- Looking into the necessities of the student community the cell decided to implement several welfare measures for the needy.
- The cell will circulate details of the scholarships and various schemes available for OBC and minority students and encourage them to utilize the opportunities to the maximum.

Decisions

- The students will be given an orientation on various scholarships that the Government and the Non Government bodies are providing and make necessary arrangements for their easy application.
- Further details regarding the application procedure will be on the notice board.



OBC AND MINORITY CELL

Meeting Minutes

Date: 14th November 2019

Time: 12.00 PM

Venue: Room No. 208

The Meeting is called to order by the Principal. Mr. Nazrullah P (Asst. Prof. MCJ) and Ms. Abina M (Student representative- BBA) has informed their absence to attend the meeting

Agenda:

1. Reading and approval of previous meeting minutes
2. Discussion on conduction of Exam oriented workshop
3. Any other matters with the permission of the chair

Members present:

- | | |
|--------------------------|--|
| 1. Prof. E P Imbichikoya | (Chairman) |
| 2. Ms. Faseela V | (Convener) |
| 3. Mr. Sreekumar | (HoD, Dept. of English) |
| 4. Ms. Nafila PP | (Asst. Prof. Dept. of Biotechnology) |
| 5. Salman Faris | (Student representative- BA Economics) |
| 6. Adarsh Narayanan | (Student representative- JMC) |
| 7. Sithara | (Student representative- MSc General
Biotechnology) |



Discussions and Decisions:

- The convener welcomed all to the meeting.
- The Principal addressed about the results and the performance of the students and the ways to improve them.
- The cell has observed that the remedial coaching and soft skill training for students are running successfully which is being conducted by the departments as well as a few committee..
- The cell has decided to take initiatives in conducting exam oriented workshops to better the results of the students as well as build up an overall confidence while attending their exams.
- Various sessions will be conducted regarding the same.

Decisions

- Mr. Sreekumar (HoD, Dept. of English) will conduct a session in the last week of November 2019 for various departments.
- Class advisors and the department teachers can also conduct a few programme to add on to this initiative.