



HOLY GRACE ACADEMY OF ENGINEERING MALA, THRISSUR

Circular No: HGE/SGRC/ 15/2024

Date: 15/02/2024

CIRCULAR

This is to inform you that the College Council meeting will be conducted on 25.03.2024 at Board room. All the members of the committee are requested to attend the meeting without fail.

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HOLY GRACE ACADEMY OF ENGINEERING MALA, THRISSUR

Minutes of the College Council Meeting

(A.Y.2024-2025)

Date:25/03/2024, Time : 10 AM to 12 Noon, Venue: Board Room

The following were present-

1. Dr G Harikrishnan
2. Dr Arun M P
3. Ms Prabitha
4. Ms Reshma
5. Mr Sinjo Jose
6. Mr Sandeep
7. Mr Prasanth KV
8. Ms Dona Maria Betsy
9. Mr Nibin M
10. Ms Vishnumaya V V

AGENDA

- ❖ Call to order
- ❖ Approval of previous meeting minutes
- ❖ Staff meeting
- ❖ Leave letter updates
- ❖ Disciplinary action
- ❖ Other matters
- ❖ Next meeting date





HOLY GRACE ACADEMY OF ENGINEERING MALA, THRISSUR

Circular No: HGE/SGRC/ 15/2023

Date: 25/03/2023

CIRCULAR

This is to inform you that the College Council meeting will be conducted on 08.04.2022 at Board Room. All the members of the committee are requested to attend the meeting without fail.

Principal





HOLY GRACE ACADEMY OF ENGINEERING MALA, THRISSUR

Minutes of the College Council Meeting

(A.Y.2023-2024)

Date: 08/04/2023, Time : 10 AM to 12 Noon, Venue: Board Room

The following were present:-

1. Dr G Harikrishnan
2. Dr Arun M P
3. Ms Prabitha
4. Ms Reshma
5. Mr Sinjo Jose
6. Mr Sandeep
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HOLY GRACE ACADEMY OF ENGINEERING MALA, THRISSUR

Circular No: HGE/SGRC/ 15/2022

Date: 25/03/2022

CIRCULAR

This is to inform you that the College Council meeting will be conducted on 05.04.2022 at Board Room. All the members of the committee are requested to attend the meeting without fail.

Principal





HOLY GRACE ACADEMY OF ENGINEERING MALA, THRISSUR

Minutes of the College Council Meeting

(A.Y.2022-2023)

Date:05/04/2022, Time : 10 AM to 12 Noon, Venue: Board Room

The following were present:-

1. Dr G Harikrishnan
2. Dr Arun M P
3. Ms Prabitha
4. Ms Reshma
5. Mr Sinjo Jose
6. Mr Sandeep
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HOLY GRACE ACADEMY OF ENGINEERING MALA, THRISSUR

Circular No: HGE/SGRC/ 15/2021

Date: 25/03/2021

CIRCULAR

This is to inform you that the College Council meeting will be conducted on 05.04.2021 at board room. All the members of the committee are requested to attend the meeting without fail.

Principal





HOLY GRACE ACADEMY OF ENGINEERING MALA, THRISSUR

Call to order

The chairperson called the meeting to order at 10 AM

The following agenda items were discussed

1. To confirm the minutes and report the action taken on the minutes of the previous meeting held.
Governing body confirmed the following minutes and approved the action taken on the minutes of the last meeting held
2. Staff meeting to be held once a month. Meeting in the month of march is scheduled on 28/04/2021,
3. Leave letter: leave letter of the students for the current semesters should be submitted to the dean, academics on or before 15/4/2021. Students on leave should submit the leave letter the very next day to the coordinator. The coordinator should maintain a single file for student leave letters. In case of long leave letter along with the medical certificate and fitness certificates needs to be submitted on the day of re-joining. The copies of the same should be submitted to the Principal's office
4. All disciplinary action must be entered in the book, HODs of respective departments and faculty members are responsible for the same
5. The council appreciated HODs and the faculty members for the guidance and motivation given to the students.
6. Council appreciated the entire admission team for the conduct of carrier guidance in various schools

Prepared By: Ms Soosan Francis

Reviewed By: Dr Arun M P (Secretary)

Approved By: Dr G Harikrishnan (Chairperson)





HOLY GRACE ACADEMY OF ENGINEERING MALA, THRISSUR

Minutes of the College Council Meeting

(A.Y.2021-2022)

Date: 05/04/2021, Time : 10 AM to 12 Noon, Venue: Board Room

The following were present:

1. Dr G Harikrishnan
2. Dr Arun M P
3. Ms Prabitha
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