

MEETING : ONE

Called by : Dr. Pradeep C

DATE : 08/08/16

TIME : 1.00 p.m - 2.00 p.m

VENUE : CONFERENCE HALL.

ATTENDEES

1. DR Pradeep C
2. DR. Rajan George Panicker
3. Mr. Elias Janson K

AGENDA

1. To discuss about the available bus trips and improvements needed.
2. To discuss about the bus timings.
3. To discuss about the maintaining of discipline in the bus.

DISCUSSIONS AND DECISIONS.

1. Decided to maintain the correct bus timings without causing any delay.
2. Discussed about the available daily bus trips (Pampady, Mundakkayam, Kattappana & Kumily) and also regarding the weekend bus trips (Kottayam, Parumala & Adoor).
3. Discussed the importance of maintaining discipline in the college bus.

MEETING : TWO

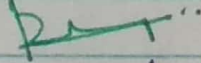

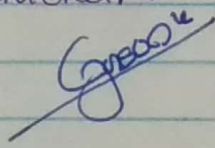
Called By : DR. PRADEEP C

DATE : 05.09.16

TIME : 1.30 p.m - 2.30 p.m

VENUE : CONFERENCE HALL

ATTENDEES

1. DR. Pradeep c 
2. DR. Rajan George Panicker 
3. Mr. Elias Janson K 

AGENDA

1. To read the minutes of earlier meeting
2. To discuss about scheduling new bus routes.
3. To discuss about giving charges to staffs for monitoring the bus trips.
4. To discuss about addressing students grievances regarding transportation facilities.

DISCUSSIONS & DECISIONS

1. Minutes of earlier meeting was read and passed.
2. Decided to schedule new bus trip to Kanjeappally, and from Chappath to college via Kutlikanam. Quotations were invited for the same.
3. Staffs are given incharge for monitoring the bus trips
4. Dr. Rajan George Panicker, Buses was given the charge for addressing students grievances.