



MAR BASELIOS CHRISTIAN
COLLEGE OF ENGINEERING & TECHNOLOGY
KUTTIKANAM, PEERMADE

**MINUTES OF TRAINING AND PLACEMENT DEPARTMENT
MEETING**

Date: 26/08/2014

A meeting of the Training and Placement Cell (SCRIPT) Coordinators were held in the Conference Hall on 26th August 2014 at 1.00 PM.

Present:

| Sl.No | Name | Designation | Signature |
|-------|------------------|-------------------|-----------|
| 2 | Arjun Hari M | Placement Manager | |
| 4 | Pradeep P Mathew | CSE Department | |
| 5 | Manikandan S | ME Department | |
| 6 | Anju Anna | AEI Department | |
| 7 | Lijosh Mathews | ECE Department | |
| 8 | Dhanies J Dhanam | CE Department | |
| 9 | Anoop Joy | EEE Department | |

The coordinator, Arjun Hari M, welcomed the members to the first meeting of the Training and Placement Cell (SCRIPT) for the academic year 2014-2015.

1. Approval of Agenda:

Accepted.

2. SCRIPT Structure:

The composition of SCRIPT was discussed. The Principal Dr. Pradeep. C had highlighted the roles and responsibilities of individuals.

The following SCRIPT was approved by the Local Management Committee.

The internal members from department were selected based on their experience, nature of working, expertise in their field etc. Composition of SCRIPT is as follows:

1. Arjun Hari. M - Placement Manager
2. Pradeep P Mathew - Staff Coordinator CSE Department
3. Manikandan S - Staff Coordinator ME Department
4. Anju Anna - Staff Coordinator AEI Department
5. Lijosh Mathews - Staff Coordinator ECE Department
6. Dhanies J Dhanam - Staff Coordinator CE Department
7. Anoop Joy - Staff Coordinator EEE Department
8. Roohy Rachel Jacob - Student Coordinator AEI Department
9. Benazeer Hassan - Student Coordinator CSE Department
10. Cibir K Baby - Student Coordinator ECE Department
11. Robbin Mathew - Student Coordinator CE Department

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12. Reno K John – Student Coordinator EEE Department

13. Sarun Joy – Student Coordinator ME Department

3. Placements for the academic year:

It was decided to form various clubs in the college, so that it initiates the ability if students to speak in English, which can help them to perform well in placement drives.

4. Placement Strategies:

Training of the trainers will be conducted for the selected student candidates from all branches. The students must have a skill in being a leader and will be entrusted to lead the students in their class. The session will be handled by someone who has good experience in the industry and whom itself is a leader.

5. Training activities:

Below is the list of activities planned to be done for this year.

- Aptitude and soft skill training for 2nd years and 3rd years by getting proposal from companies.
- Aptitude and soft-skill training for final year students to be done by outside training company resume building and group discussion to be done for final years by placement trainer and supporting staffs.
- Department wise technical training for students.

6. Date of next meeting:

The next meeting shall be held in next semester.

Meeting ended at 02:30 PM with the approval of the Placement Officer.

Prepared by:

Placement Manager

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**MINUTES OF TRAINING AND PLACEMENT DEPARTMENT
MEETING**

Date: 06/04/2015

A meeting of the Training and Placement Cell (SCRIPT) Coordinators were held in the Conference Hall on 06th April 2015 at 11.00 AM.

Present:

| Sl.No | Name | Designation | Signature |
|-------|------------------|-------------------|-----------|
| 1 | Arjun Hari M | Placement Manager | |
| 2 | Pradeep P Mathew | CSE Department | |
| 3 | Manikandan S | ME Department | |
| 4 | Anju Anna | AEI Department | |
| 5 | Lijosh Mathews | ECE Department | |
| 6 | Dhanies J Dhanam | CE Department | |
| 7 | Anoop Joy | EEE Department | |

The coordinator, Arjun Hari M, welcomed the members to the first meeting of the Training and Placement Cell (SCRIPT) for the academic year 2014-2015.

1. Approval of Agenda:

Accepted.

2. Placement activities summed up:

- Placement Preparedness Training programme was conducted. The expert trainer groups conducted these classes as per the prescribed syllabus. This programme was focused on training students in solving logical, quantitative reasoning, general and technical aptitude tests based on companies' requirement.
- One day Training programme on Interview Skills was conducted. The expert trainer groups conducted these classes as per the prescribed syllabus.
- Regular Aptitude and Soft skill hours, in which they will come across real life situations and aptitude sessions. Every branch will have one hour per week Training Programme on Soft-skills.
- One day orientation programme was arranged for 2014-2018 Batch students.
- Language lab for first year students was conducted.
- Three companies namely AAPT, Sutherland and Vee Technologies visited the college and recruited students.

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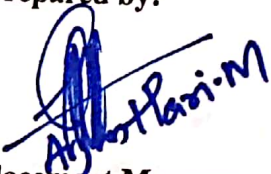
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3. Placement Data:

Placement officer announced the placements of this year.

| # | Branch | No of actual no. of students placed | Total no. of offers made by companies |
|-----------------------------|---|--|---|
| UG PROGRAMMES | | | |
| 1 | Applied Engineering and Instrumentation | 1 | 4 |
| 2 | Civil Engineering | 2 | 10 |
| 3 | Computer Science Engineering | 5 | 17 |
| 4 | Electronics & Communication Engineering | 11 | 26 |
| 5 | Electrical & Electronics Engineering | 2 | 7 |
| 6 | Mechanical Engineering | 1 | 3 |
| Total | | 22 | 67 |
| PG PROGRAMMES | | | |
| 1 | Computer Science & Engineering | 0 | 0 |
| 2 | Communication Engineering | 0 | 0 |
| Total | | 0 | 0 |
| Grand Total for 2015 | | 22 | 67 |

Prepared by:


Placement Manager

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