



MAR BASELIOS CHRISTIAN
COLLEGE OF ENGINEERING & TECHNOLOGY
KUTTIKANAM, PEERMADE

**MINUTES OF TRAINING AND PLACEMENT DEPARTMENT
MEETING**

Date: 19/09/2018

A meeting of the Training and Placement Cell (SCRIPT) Coordinators were held in the Conference Hall on 19th September 2018 at 10.30 AM.

Present:

Sl.No	Name	Designation	Signature
1	Dr. Pradeep C	Principal	
2	Arjun Hari M	Placement Manager	
3	Abel George	Asst. Placement Manager	
4	Prasanth K.G	Asst. Placement Manager	
5	Sijimol A. S	CSE Department	
6	Biju Chacko	ME Department	
7	Neethu Susan Rajan	ECE Department	
8	Abhijith L	CE Department	
9	R Griesh	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 2018-2019.

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. Abel George - Assistant Placement Manager
3. Prasanth K.G - Assistant Placement Manager
4. Sijimol A. S - Staff Coordinator CSE Department
5. Biju Chacko - Staff Coordinator ME Department
6. Neethu Susan Rajan - Staff Coordinator ECE Department
7. Abhijith L - Staff Coordinator CE Department
8. R Griesh - Staff Coordinator EEE Department
9. Nikhil Varghese - Student Coordinator CSE Department

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10. Buela M – Student Coordinator CSE Department
11. Jerry Wilson – Student Coordinator ECE Department
12. Sneha Elizabeth Tom – Student Coordinator ECE Department
13. Kevin Alex – Student Coordinator CE Department
14. Suby Cherian – Student Coordinator CE Department
15. Rejin Tom – Student Coordinator EEE Department
16. Emy Ann – Student Coordinator EEE Department
17. Jerry Jacob Varghese – Student Coordinator ME Department
18. Gokul Anilkumar – Student Coordinator ME Department

3. Placements for the academic year:

The committee discussed about the placements to be given to the students. It was informed to department staff coordinators to take initiative in bringing at least one core company. It was also discussed to contact the existing companies to know about the tentative dates on which placement drives can be done. It was also discussed to contact placement managers of various colleges to know about pooled placement drives happening in their colleges.

4. Placement Strategies:

The committee discussed on conducting a wide research on companies and job profiles. It was discussed about assessing the aptitude and soft skills of students and train them based on the same. It was discussed to take measures to reduce the gap between students and corporates.

5. Training activities:

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

- Aptitude training for second and third year students by in-house trainers.
- Aptitude and soft-skill training for third years from outside company.
- Aptitude training for final years.
- Technical training for IT interested students.

6. Action taken:

- Student coordinators were asked to get information from alumni's as last time there was no involvement of alumni's for placements.

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7. Date of next meeting:

The next meeting shall be held in next semester.

Meeting ended at 11:30 AM with the approval of the Principal.

Prepared by:

(626)
Abel George
Placement Manager



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**MINUTES OF TRAINING AND PLACEMENT DEPARTMENT
MEETING**

Date: 09/04/2019

A meeting of the Training and Placement Cell (SCRIPT) Coordinators were held in the Conference Hall on 9th April 2019 at 10.30 AM.

Present:

Sl.No	Name	Designation	Signature
1	Dr. Pradeep C	Principal	
2	Dr. Anoop K.J	Placement Manager	
3	Abel George	Asst. Placement Manager	
4	Prasanth K.G	Asst. Placement Manager	
5	Sijimol A. S	CSE Department	
6	Biju Chacko	ME Department	
7	Neethu Susan Rajan	ECE Department	
8	Abhijith L	CE Department	
9	R Griesh	EEE Department	

The coordinator, Dr. Anoop K.J, welcomed the members to the final meeting of the Training and Placement Cell (SCRIPT) for the academic year 2018-2019.

1. Approval of Agenda:

Accepted.

2. Placement Activities of 2018-2019:

- Three days orientation programme was arranged for 2018-2022 Batch students. The syllabus of the programme was already communicated to the external trainer Mr. Monce Varghese. The course content was Overcoming hardships to meet success, Bridge to college life, Change in relations and Personal life to social life. Two hundred and one students participated for the same.
- Second years have regular period of Aptitude and Soft skills, in which they will come across real life situations and aptitude sessions. Every branch will have one hour per week.
- MBC POT an aptitude test for students was conducted and results were published.
- Three days 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' requirements.

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- One day Training programme on Interview Skills was conducted. The expert trainer groups conducted these classes as per the prescribed syllabus. Two hundred and four students participated for the same.
- Eight Companies namely IYYM Engineering Services Pvt. Ltd, Orion Technologies, Sutherland, FULL Creative, Poornam Infovision, Network Systems, Bell Technolabs & Pits Solution visited the college and recruited students.

3. Placements for the academic year:

Placement officer announced the placement data's of 2018-2019 Batch.

#	Branch	No of actual no. of students placed	Total no. of offers made by companies
UG PROGRAMMES			
1	Civil Engineering	0	4
2	Computer Science Engineering	15	40
3	Electronics & Communication Engineering	1	5
4	Electrical & Electronics Engineering	18	21
5	Mechanical Engineering	2	5
Total		36	75
PG PROGRAMMES			
1	Computer Science & Engineering	4	5
2	Communication Engineering	0	0
Total		4	5
Grand Total for 2019		40	80

Prepared by:

H. George
Abel George
Placement Manager

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