09.02.2023

**Recommendations for reinstating academic ambience in the campus – 08.02.2023**

Minutes of IQAC meeting held on 07.02.2023 with management representatives, PTA representatives, NSS and NCC officers.

**Members present:**

1. Sri. C. P. Jaisankar – COO, Adi Shankara Group of Institutions
2. Sri. Sreenath N - ASIET
3. Sri. Divya K. - ASIET
4. Dr. Preethi Nair – Principal
5. Sri. E. S. Santhosh – PTA President
6. Dr. K. Remadevi Amma – PTA Vice President
7. Dr. Manju T. – IQAC Coordinator
8. Sri. S. Prasad – IQAC Member
9. Dr. Biju Thomas – IQAC Member
10. Sri. Anoop V. P. – NSS Programme Officer
11. Dr. Anumol K A - NSS
12. Smt. Rajy Ramakrishnan – NCC Officer
13. Dr. Manju V. Kumar – NSS

**Decisions of the Meeting**

* Admissions to be denied to candidates with notorious backgrounds. At the same time, it should not affect the student strength
* Class bunkers should be assigned duties by the parent department, especially during departmental activities
* Office service (TC issuing, etc.) to former students need to be done only on specific timings (e.g., Friday afternoons, etc.)
* Documentation of attendance should be strictly followed
* No student vehicle to be allowed inside the campus beyond boom barrier

**Recommendations of IQAC towards Campus Safety and Security**

1. Security Service at the main gate
   1. Strengthen the efficiency and vigilance of security personnel
   2. Minimum two security personnel at a time during night time, at least
   3. Staying back of students inside the campus after 6.00 pm should not permitted, without prior permission
   4. List of students staying back for special purposes should be ready with the security in charge
   5. Gate should be locked after 6.00 pm and further entry should be allowed only with the permission from the authority
   6. Students’ vehicle entry should be banned beyond boom barrier and barrier should be kept locked to control students’ vehicle
   7. CC TV cameras to be installed at the gate as well as at crucial points in the campus
2. Gate Register
   1. Gate register to be maintained strictly at the gate
   2. Name, phone number, purpose, exit and entry time to be entered systematically
3. Curbing immoral activities and drug trafficking
   1. The north side of the indoor stadium to be closed by constructing a roofed enclosure which can be used as store room for NCC and NSS
   2. Drug abusers while identified can be sent to counselling with the support of parents and suspended from classes until counselling is done
4. Maintaining Discipline in the campus
   1. Election process may be planned in the Parliamentary mode
   2. A meeting including Political leaders, PTA executives, student representatives, IQAC, NSS, NCC to be held once again to brief the code of conduct and plan of action.