



Mar Ephraem

College of Engineering & Technology

Run by Catholic Diocese Of Marthandam | Approved by AICTE |

Affiliated To Anna University, Chennai | Accredited by NAAC |

Malankara Hills, Eluvuvilai, Marthandam - 629 171, Kanyakumari District, Tamil Nadu.

Web: www.marephraem.edu.in, Ph: 04651-271111, 273111, Fax: 04651-270158, e-mail: marephraem@gmail.com

CAREER GUIDANCE CELL 2019-2020

Ref: MarEphraem/CGC/2019-2020/1

04-07-2019

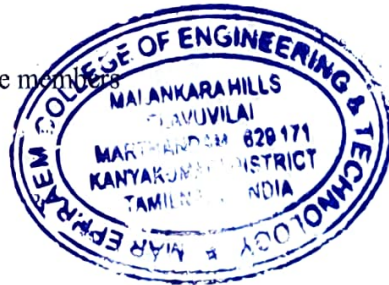
CIRCULAR

This is to inform that the Career Guidance Cell of our college has been planned to organise the first meeting for the academic year 2019-2020 on 8th July 2019 at 2.00 PM in the Coordinator Chamber along with its executive members. All the members are hereby informed to attend the meeting without fail.


COORDINATOR

Copy to :

- i. All Career Guidance Cell committee members
- ii. Office
- iii. All HOD'S





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Sl.No	Name of faculty	Designation in the committee	Signature
1.	Mrs.J Stephy Angelin(AP/EEE)	Coordinator	
2.	Mrs.Anbu Shamini(AP/ECE)	Staff representative	
3.	Mrs.Shobhana S(AP/CSE)	Staff representative	
4.	Mrs.Manju Ram (AP/Civil)	Staff representative	
5.	Mr.Dani (AP/Mech)	Staff representative	



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Ref : MarEphraem/CGC/2019-20/MM-01

Dated : 8th July 2019

Minutes of the Meeting - 01

Date of Meeting: 8.07.2019

Time: 2.00 PM

The first Career Guidance Cell committee meeting for the academic year 2019-20 was held on 8th July 2022. The meeting was chaired by Mrs Stephy Angelin, Assistant Professor in EEE (Chairperson -CGC). The committee members of Career Guidance Cell attended the meeting.

Members present for the meeting:

S. No.	Name of member	Designation in the committee	Signature
1.	Mrs.J Stephy Angelin(AP/EEE)	Coordinator	
2.	Mrs.Anbu Shamini(AP/ECE)	Staff representative	
3.	Mrs.Shobhana S(AP/CSE)	Staff representative	
4.	Mrs.Manju Ram (AP/Civil)	Staff representative	
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The Chairman-CGC welcomed all the members to the meeting and appreciated everyone who worked for career guidance cell and expected the same contribution in future also. Further, chairman reviewed and discussed the points of agenda

The agenda of the meeting is listed below:

Agenda

- The reconstitution of the cell.
- Discussion about Action Plan for the Academic Year 2019-20
- Next Career Guidance Cell committee meeting

Points Discussed

The reconstitution of the cell

- The Annual Report of previous year was approved by the members without any suggestions.
- The cell was reconstituted with its new members as

Sl. No	Name	Position
1.	Mrs.J Stephy Angelin(AP/EEE)	Coordinator
2.	Mrs.Anbu Shamini(AP/ECE)	Staff representative
3.	Mrs.Shobhana S(AP/CSE)	Staff representative
4.	Mrs.Manju Ram (AP/Civil)	Staff representative
5.	Mr.Dani (AP/Mech)	Staff representative
6.	Prince Chacko(IV EEE)	Student representative
7.	Abisha F(IV ECE)	Student representative
8.	Jenish D(IV Civil)	Student representative



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Action Plan for the Academic Year 2019-20

- The chairman and Committee members discussed the action plan for the academic year 2018-2019.
- It was planned to conduct seminar on "GATE Awareness" in the Second week of July.
- Decided to conduct "IAS Orientation Program" in the month of September.
- It was planned to conduct seminar on "Career guidance on Civil Service Examination, Higher Education, Other Government Examinations" in the month of November.

Next Career Guidance Cell committee meeting

- Finally, the Coordinator of Career Guidance Cell thanked all the members present for their dedication and commitment to carrying out the system successfully
- The Coordinator proposed the date for the next meeting during the month of November.
- The meeting was concluded with vote of thanks

Prof. Dr. A. Lenin Fred, M.E., Ph.D.
PRINCIPAL
MAR EPHRAEM COLLEGE
OF ENGINEERING & TECHNOLOGY
MALANKARA HILLS, ELAVUVILAI, MARTHANDAM - 629 171
KANYAKUMARI DISTRICT, TAMILNADU, INDIA

Stephy Angelin J

Co-Ordinator



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CAREER GUIDANCE CELL 2019-2020

Ref: MarEphraem/CGC/2019-2020/2

15-10-2019

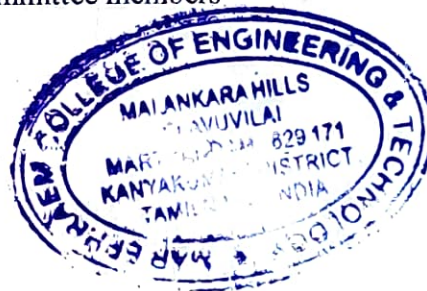
CIRCULAR

This is to inform that the Career Guidance Cell of our college has been planned to organise the second meeting for the academic year 2019-2020 on 18th October 2019 at 2.30 pm in the Coordinator Chamber along with its executive members. All the members are here by informed to attend the meeting without fail.


COORDINATOR

Copy to :

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- ii. Office
- iii. All HOD'S





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Ref: MarEphraem/CGC/2019-20/MM-02

Dated: 18th October 2019









Minutes of the Meeting - 02

Date of Meeting: 18.10.2019

Time: 2.30PM

The Second Career Guidance Cell committee meeting for the academic year 2019-20 was held on 18th October 2019. The meeting was chaired by Mrs Stephy Angelin, Assistant Professor in EEE (Chairperson -CGC). The committee members of Career Guidance Cell attended the meeting.

Members present for the meeting:

S. No.	Name of member	Designation in the committee	Signature
1.	Mrs.J Stephy Angelin(AP/EEE)	Coordinator	
2.	Mrs.Anbu Shamini(AP/ECE)	Staff representative	
3.	Mrs.Shobhana S(AP/CSE)	Staff representative	
4.	Mrs.Manju Ram (AP/Civil)	Staff representative	
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The Chairman-CGC welcomed all the members to the meeting Further, chairman reviewed and discussed the points of agenda

The agenda of the meeting is listed below:

Agenda

- Conducting orientation programmes for GATE, CAT, TOEFL, GRE etc.
- Next Career Guidance Cell committee meeting

Points Discussed

- Student members suggested the orientation programmes for GATE, CAT, IELTS, TOEFL and GRE...etc. to encourage the higher studies. Members also agreed with this and planned for providing orientation programmes to the interested students.
- Finally, the Coordinator of Career Guidance Cell thanked all the members and proposed the date for the next meeting during the month of March 2023.
- The meeting was concluded with vote of thanks.

Prof. Dr. A. Lenin Fred, M.E., Ph.D.,
PRINCIPAL

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Stephy Angelin J

Co-Ordinator



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CAREER GUIDANCE CELL 2019-2020

Ref: MarEphraem/CGC/2019-2020/3

03-01-2020

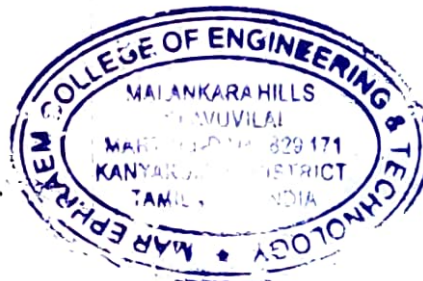
CIRCULAR

This is to inform that the Career Guidance Cell of our college has been planned to organise the third meeting for the academic year 2019-2020 on 06th January 2020 at 1.30 pm in the Conference Hall along with its executive members. All the members are here by informed to attend the meeting without fail.


COORDINATOR

Copy to :

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- ii. Office
- iii. All HOD'S





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Ref : MarEphraem/CGC/2019-20/MM-03

Dated : 6th January 2019

Minutes of the Meeting - 03

Date of Meeting: 06.01.2019

Time: 1.30PM

The third meeting Career Guidance Cell committee meeting for the academic year 2019-20 was held on 6th January 2019. The meeting was chaired by Mrs Stephy Angelin, Assistant Professor in EEE (Chairperson -CGC). The committee members of Career Guidance Cell attended the meeting.

Members present for the meeting:

S. No.	Name of member	Designation in the committee	Signature
1.	Mrs.J Stephy Angelin(AP/EEE)	Coordinator	
2.	Mrs.Anbu Shamini(AP/ECE)	Staff representative	
3.	Mrs.Shobhana S(AP/CSE)	Staff representative	
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The Chairman-CGC welcomed all the members to the meeting and appreciated everyone who worked for career guidance cell and expected the same contribution in future also. Further, chairman reviewed and discussed the points of agenda

The agenda of the meeting is listed below:

Agenda

- Discussion on events successfully conducted for the Academic Year 2019-20
- Next Career Guidance Cell committee meeting

Points Discussed.

- Committee members also motivated student members to make their involvement in orientation programmes on GATE and IELTS Exams.
- As per the resolution of the previous meeting the career guidance cell have Successfully conducted the following programmes for the betterment of the students

Sl.No	Program	Date
1	Seminar on "GATE Awareness"	15.07.2019
2	IAS Orientation Program	06.08.2019
3	Seminar on "Career guidance on Civil Service Examination, Higher Education, Other Government Examinations"	22.11.2019

- Finally, the Coordinator of Career Guidance Cell thanked all the members present for their dedication and commitment to carrying out the system successfully and also proposed the date for the next meeting
- The meeting was concluded with vote of thanks


Prof. Dr. A. Lenin Fred, M.E., Ph.D,

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Stephy Angelin J

Co-ordinator