

**Minutes of the meeting of committee for monitoring the Data collection held on 04.09.2018 at 11 .00 a.m. at IQAC Section.**

Members Present:

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| 1. Dr. Biju Vincent, Asst. Professor, Dept. of Sociology, Convener | Sd/-  |
| 2. Dr. Yamuna K, NAAC Coordinator                                  | Sd/-  |
| 3. Smt. Swathi P.M., PRO   | Sd./- |
| 4. Dr. Saju T.S., Director, IQAC                                   | Sd/-  |

Dr. Yamuna K, NAAC Co-ordinator who was entrusted with to screen the applications received to the post of Project Assistants for data collection, reported that 45 number of applications were received in IQAC but when the candidates were directed to report in IQAC on 08/08/2018 only 18 candidates appeared before the committee. The committee after discussion resolved to

1. Considering the reason deluge in the State, which adversely affected the University and the limited time for Data Collection, the committee resolved to engage all the 18 students as Project Assistants in the Data Collection process instead of sticking on to the number 10 as decided early.
2. Provide training programme to the students on 6/9/2018 & 7/9/2018 at a convenient time.
3. Complete the project on or before 30/9/2018.
4. Issue the students appointment order as Project Assistant.

**Sd/-  
Dr. Biju Vincent  
Convener**