

ANNUAL REPORT OF CAREER GUIDANCE AND PLACEMENT COMMITTEE
DURING THE PERIOD JUNE 2021 TO MAY 2022

SL NO	Strategic Plan/Plan of Action	Action taken report	Remarks
1	An official email account of the committee is to be created with the user id careerguidancescc@gmail.com and password shared among the committee members. All future meeting minutes, necessary documents are to be saved in the Google drive of this account so that it is accessible to all the committee members anytime, anywhere.	The email id careerguidancescc@gmail.com was created with the password being career2021 (linked to mobile no 7005152085)	
2	A Seminar/Webinar for Career guidance for the 1 st year students shall be organized as it was felt that students should get exposure to career opportunities right from the time they join college and have enough time to contemplate during their 3 years association with the college. Periodic Guest Lectures are also planned in the coming year.	A one day Seminar on 'Career Prospects in SBI and Financial Literacy Camp' was organised on 11 th March 2022 in collaboration with Planning Committee, SCC.	The report and other details have been submitted by Planning Committee.
3	Training programmes/Workshops like mock interviews, group discussions, resume preparation, developing communication skills, English grammar and verbal ability etc. are proposed to be organized. Depending on the prevailing situation at that particular time, these activities will be in the online or offline mode.	A 3- day Online workshop for the First Semester Students on the topic 'Digital tools for Online Classes' from 12 th -14 th August 2021 via Google meet platform was successfully organised.	The report and other necessary supplementary files are being attached.
4	A dropbox will be proposed which is to be installed in the college premises where students can give their feedbacks regarding any issues related to their courses/careers Or email to careerguidancescc@gmail.com in case the college functions in online mode.	This could not materialise hence is being carried forward to the next academic year.	
5	A corner or a wall (Both in the Arts and Science Block) dedicated to "Career Guidance" shall be proposed to the College authority to display daily important newspaper clippings, various job advertisements coming in employment news, opportunities and career columns in leading newspapers and any other related matter.	It was found that the Library used to display such activities before the lockdown. Hence, the Committee will remind the Library to take the matter forward.	

FUTURE PLAN OF ACTION FOR THE ACADEMIC YEAR JUNE 2022 TO MAY 2023

The following are the Action plans which are to be taken up in the academic session June 2022- May 2023:

1. A dropbox will be proposed which is to be installed in the college premises where students can drop in their queries regarding their careers or any specific suggestions regarding any particular seminars or workshops on topics they want us to organize. Alternatively, they will be given a choice to email us at careerguidancescc@gmail.com.

2. The Committee resolved to organize at least one seminar/workshop every semester for the benefit of the students. This can be motivational talks or Seminar presentations or workshops on competitive exams inviting eminent resource persons of the State.
3. To assist the students who passed out from our College and intending to pursue higher studies outside the district, some faculty members will be suggested and given wide publicity to the outgoing students as the committee feels the need to guide our students beyond the confines of the college till they are well settled in their respective higher institutes of learning/Universities.
4. The Committee also intends to conduct random informal interactive sessions with the students from time to time to motivate and encourage them to achieve their goals. In this regard, the Committee might take the help of Mentoring Committee to have wider reach among the student community.