

## **THE MINUTES OF THE 58<sup>TH</sup> MEETING (HYBRID MODE) OF THE GOVERNING BODY HELD ON 21st DECEMBER 2021**

**Venue: Board Room**

**Time: 11.00 AM**

The meeting started with a silent prayer and the honourable Chairman, Jb. Shahal Hassan Musaliar welcomed the distinguished members of the Governing body. The meeting observed one minute silence in memory of the founder Jb. A. Thangal Kunju Musaliar. The Chairman presented the minutes of 57<sup>th</sup> Governing body meeting and the minutes was approved.

The Principal, Dr. T. A. Shahul Hameed introduced all members before the committee and conveyed the agenda of the meeting. The members were distributed the action taken report of the previous meeting and the details were projected before the audience.

The principal presented a review of the activities carried out in the institution after the last Governing body meeting and presented the report on the following:

### **1. Review of the activities of the College**

The principal reviewed the activities carried out in the institution after the last Governing body meeting and presented the report on the following:

- Academics including result analysis and rank position of 2017-21 batch
- Faculty and non-teaching staff strength along with Faculty shortage details
- Financial Plans for the year 2022-23
- Placement status of 2017-21 batch and the current final year students (2018-22 batch)
- Research, consultancy, patents, collaborations and Publications (All departments)
- Achievements in sports and games
- Activities of IQAC, Professional bodies, Chapters, clubs and social outreach organizations
- Alumni activity report
- Fund utilization of projects carried out under TEQIP II
- Infra structural facilities, counselling and medical facilities, etc.
- Covid initiatives taken up by the institute
- Upcoming facilities

**Governing Body noted the above reporting and expressed satisfaction.**

### **2. The principal presented the details of following activities before the Governing Body.**

Details of intake of students for the year 2021-22

Details of Students strength and pass percentage

Details of Staff strength

Details of Department Activities

Activities of Internal Quality Assurance Cell (IQAC)

Activities of the Research Cell

Activities of Infrastructure Committee

Activities of Students Affairs Committee

Activities of Counselling Cell

Activities of Women's Cell

Activities of Grievance Redressal & Appeals Committee

Activities of Internal Complaints Committee

Activities of Examination Cell

Activities of Anti Drug Cell

Activities of Career Guidance and Placement Unit (CGPU)

Activities of I E E E

Activities of Parent Teacher Association

Activities of TEQIP

Activities of College Union

Activities of Literary and Debate Club

Activities of Film and Drama Club

Activities of Teaching and Learning Centre

Activities of Innovations and Entrepreneurship Development Cell

Activities of Intellectual Property Right Cell (IPRC)

Activities of Facilities Management Cell (FMC)

Activities of Alumni Association

Activities of Anti Ragging Cell

Audit of Accounts and Balance Sheet for the year 2017-18, 2018-19 (Annexure II)

Budget Estimates for the year 2018-19 and 2019-20 (Annexure III)

Details of Teachers who are continuing Higher Studies under Quality Improvement Programme since the last meeting of Governing Body

Details of Teaching Staff promoted since the last meeting of the Governing Body

Details of Non-Teaching Staff who were promoted since the last meeting of the Governing Body

Details of staff who rejoined duty after completion of higher studies under Q I P since the last meeting of the Governing Body.

Details of staff who resigned / relieved from the service of the Institution since the last meeting of the Governing Body

Details of staff retired from service of the Institution since the last meeting of the Governing Body

Details of staff who were sanctioned LWA since the last meeting of the Governing Body

Details of Teaching Staff who joined the Institution since the last meeting of the Governing Body

Details of Non-Teaching Staff who joined the Institution since the last meeting of the Governing Body

Detailed List of Non-Teaching Staff who joined the Institution since the last meeting of the Governing Body

**Governing Body noted all the above items reported.**

Principal presented a tentative the financial plan of the college for the year 2022-23 and BOG approved it.

### **3. Discussions**

The following points are put across for discussion before the Governing Body:

- Autonomy status
- Promotion of research
- Attracting funded projects

The Principal informed the members that the autonomy team is expected to visit during the 4<sup>th</sup> week of January 2022. To a question from Sri. Abdul Nasar, IAS, on the status of placement for PG students, the Principal replied that the placement for PG students is low for most streams except for freshly introduced Artificial Intelligence program. Principal also informed that currently the institute is not running the Mechanical stream Production program, instead an additional batch has been started for B Tech Mechanical state Government.

Sri. Abdul Nasar enquired about the student exchange programs, the number of faculty with pdf and any faculty with PhD granted from foreign Universities. These factors are vitally important for an institution expecting autonomy. To a query by Sri. Ajayan C., Additional Secretary to Government, on the preparedness towards Autonomy, the Principal replied that training programs have been conducted and that he himself had visited PSG Tech, Coimbatore to observe the etiquettes followed there. Mr. Afsal Musaliar, Member Governing Body, has enquired about the progress of the colleges which are recently added to the autonomous category.

The Principal raised the issue of lower number of sanctioned posts in Computer Science department and pointed out that the issue is critical particularly with an additional intake of 60 students. The matter has been reported many times to the Higher Education department and invited the attention of the Government representatives in the body.

Sri. Abdul Nasar has sought information about system automation software of the institute and the Principal replied that a trial in this regard is scheduled by January 15, 2022. The Principal also elaborated on IDEA lab, its features and the investments towards its implementation. Dr. Ciza Thomas has suggested to take measures to improve the research outcomes and institutional rankings as it is not upto the mark considering the stature of the faculty in the institute. She advised that faculty shall try for more interdisciplinary projects from research / funding agencies and it should be promoted at all costs. She said, more alumni involvements should be brought to the campus since the college has a rich fold of alumni.

Dr. Ashfak, Member Governing Body has talked about inviting more research scholars by instituting fellowships. Dr. Ajukumar, Member Governing body has also commented about

having several promotion programmes among faculty to visit nearby institutes and offer technical support and consultancy works.

#### **4. Decisions**

1. Research Fellowship Programs to be started with the support of alumni.
2. Alumni involvements to be enhanced and a master plan to be prepared for that.
3. Immediate steps should be taken to attract more research funds.

Chairman thanked each and every member for putting across their views for the journey ahead and participating in the 58<sup>th</sup> Annual Governing Body Meeting. The meeting concluded at 12.40 PM.

## **Action Taken Report on pertinent decisions of 57<sup>th</sup> Governing Body held on 22/10/2020**

### **1.Submit the application to UGC through APJKTU to become an autonomous college.**

The college has submitted application to become an autonomous college in December 2020. UGC has formed a panel for inspection and informed the college. The visit of the team is delayed due to the covid situation and as per the latest information, the team shall visit for inspection in January 2021.

### **2.Create a separate cell aimed at raising CSR funding.**

A cell was formed with Dr.Reby Roy as the co-ordinator. The cell has communicated with different companies for realizing the research requirements of the college. In spite of much efforts, no CSR funds have been received so far.

### **3.All eligible PG programmes to be NBA accredited**

At present, only two PG programs are accredited by NBA-M.Tech in Structural Design and M.Tech in Cryogenics and Refrigeration. Two more programs, namely, M.Tech in Communication Systems and M.Tech in Computer Science are eligible for accreditation-but there is lack of Ph.D. holders in Associate Professor/Professor level in both these programs. In 2022, one faculty each in these departments can be promoted and the Self-Assessment Report(SAR) for both these programs can be submitted for accreditation.

### **4.More PG programs to be started to enhance research outcomes.**

In 2020, two M.Tech programs were started –one in Artificial Intelligence and the other in Transportation Engineering. In 2021, AICTE and University approvals were obtained for M.Tech in Industrial Safety and Engineering, but Government did not accord sanction. It is expected that this program will be sanctioned in 2022.

### **5.Steps to be adopted to enhance pass percentage.**

In spite of the difficulties posed by pandemic, teaching-learning process remained systematic through online platform. The increase in pass percentage in final year reflects the efforts taken by the students and faculty members in this direction. Due to the covid situation, no remedial classes could be arranged, now steps have been taken to start remedial classes for those who are behind in studies.