

Minutes of 3rd Governing Body meeting held on 12th October 2024 (hybrid mode)

Venue: Board Room

Time: 11 a.m.

Part 1 – Procedural

- 1.1. The Governing Body meeting started with a silent prayer, followed by a moment of silence in memory of the founder Janab Thangal Kunju Musaliar.
- 1.2. The Chairman extended a warm welcome to members of the Governing Body. Principal in-charge made a brief presentation to members about the college.
- 1.3. Principal in-charge presented previous minutes and action taken report

Action Taken

- Government Approval for BTech Computer Science & Engineering (Cybersecurity) was not obtained, hence it was decided to be withdrawn. BTech Computer Science & Engineering (AI) was started in its place. The same has been placed for approval of the Governing Body.
- PDF programme has been started, and Mr.Sreejesh S. R Chandran has successfully completed the programme under supervision of Dr. Reby Roy K. E.
- Dr. Suceendran K. M. has been included in the Academic Council.
- A proposal for a separate Alumni award was placed in the Executive committee meeting of the Alumni Association, and it was agreed to consider the matter in the General Body meeting.
- A report of Alumni contribution details have been included in the 3rd Governing Body meeting agenda, as suggested by Prof. Varadharajan.

- Prof Varadharajan and Mr. Ajayan made some enquiries regarding the newly launched programme BTech in Computer Science and Engineering (AI), and clarifications were provided by the Principal in-charge Dr. Sajeeb.
- Dr. Varadharajan said that preferably, details are to be provided on actions taken in cases where 'noted' was mentioned.

Part 2 - Reporting

- 2.1 Principal presented reports on statutory bodies, research funding, report on examinations under autonomy, achievements of students and faculty, alumni contributions, accreditation status, AICTE Margdarshan scheme, academic performance, placement status, research and consultancy, new research avenues, professional bodies & clubs activities, central library, Innovation and Entrepreneurship Development Cell, PTA and Alumni Association, RUSA projects, and reports from all departments.

- Prof. Varadharajan enquired about the process of supplementary exams and Dr. Sajeeb provided clarification.
- Prof. Sanjeev asked about question bank preparation process and Dr. Sajeeb explained it to him.
- Prof. Varadharajan suggested that the final grade card template could be shown in the Governing Body meeting.
- Prof Varadharajan suggested giving the academic toppers awards/letters of appreciation from the college. Dr. Sajeeb told him that Excellency awards from PTA & Alumni Association had already been distributed to the students concerned.
- The Governing Body recorded its appreciation for the outstanding academic achievements of the students.

- Prof. Varadharajan suggested providing academic/technical and non-technical details separately under the head Professional societies and clubs activities
- Mr. Ajayan enquired about the selection process of faculty in Computer Science and Engg. Dept.
- Governing Body expressed satisfaction on the items reported.

Part 3 - Discussion/Decisions

3.1 *Ratification of decision of starting new programme/closure of programs*

Two new programmes have been started from the academic year 2024-25 with the approval of AICTE, APJAKTU and Government of Kerala:

- BTech in Computer Science and Engineering (AI)
- MTech Electric Vehicle Technology

Three programmes have been discontinued from the academic year 2024-25:

- BTech Computer Science and Engineering (Cybersecurity)
- MTech Power Systems
- MTech Computer Integrated Manufacturing

Principal requested the Governing Body to ratify the decision to start two new programmes [BTech CSE(AI) and MTech EV Technology], and withdrawal of three programmes [BTech CSE(Cybersecurity), MTech Power Systems, MTech CIM].

- Prof Varadharajan enquired about the eligibility required for admission to MTech EV Technology and the admission procedure. Dr. Sajeeb provided details.
- Prof. Varadharajan asked if government sanction was necessary to start a new programme in an autonomous college. Necessary clarifications were provided by Dr. Sajeeb and Prof. Sanjeev.
- Mr. Ajayan asked if full strength had been admitted to the new programmes; Dr. Sajeeb replied that seats had not been filled due to the delay in getting approval.
- Governing Body resolved to approve the decision to start two new programmes [BTech CSE(AI) and MTech EV Technology], and withdrawal of three programmes [BTech CSE(Cybersecurity), MTech Power Systems, MTech CIM]

3.2 Approval of the list of MTech, MPlan and MCA graduating students

The first Autonomous PG batches (2022-24) – MCA, MPlan and MTech have completed their programme in 2024. The list of graduating students was placed before the Governing Body for approval.

Principal requested the Governing Body to approve the list of graduating students.

Governing Body resolved to approve the list of graduating students.

3.3 Financial Plan

Principal presented the Financial report 2023-24 and Financial Plan 2024-25

Principal requested the Governing Body to approve the financial report 2023-24 and the Financial Plan 2024-25.

Governing Body resolved to approve Financial Report 2023-24 and Financial Plan 2024-25.

3.4a Ratification of inclusion of new member to Finance committee

UGC notification dated 13/4/2023 requires a member to be nominated to the Finance Committee by the Governing Body.

Principal requested the Governing Body to ratify the appointment of Dr. Veni M Nair, Director, TKM Institute of Management to the Finance Committee.

Governing Body ratified appointment of Dr. Veni M. Nair as member of the Finance Committee.

3.4b Ratification of inclusion of new member to the Governing Body

UGC notification dated 13/4/2023 requires Administrative Officer/Senior Administrative Staff to be nominated to the Governing Body.

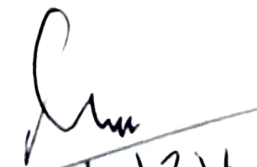
Principal requested the Governing Body to ratify the appointment of Mrs. Bindu Shafi, Administrative Assistant as member, Governing Body.

Governing Body ratified appointment of Mrs. Bindu Shafi, Administrative Assistant as member, Governing Body.

3.5 Any other matter

- Prof Varadharajan enquired about the possibilities of starting a separate self financed wing of the college funded by students; it was explained that though possible, it would not be economical.
- Prof Varadharajan suggested starting MTech in Biomedical Engineering.
- He suggested contacting NAAC to reconsider the extended A-grade ranking and conduct fresh ranking.
- Principal in-charge Dr. Sajeeb presented the major concern faced by the institution: shortage of regular faculty, which is being managed through appointment of guest faculty, who constitute 1/3rd of total faculty. Additionally, he mentioned that guest faculty appointment is a tedious process, and appointment tenure is one year. Prof. Sanjeev said that new guest faculty regulations would be released in 2-3 weeks. It was resolved to make an appeal to the Government of Kerala.
- Dr. Sajeeb also mentioned another concern- delay in getting the panel for promotion/selection from the University.
- Prof. Sanjeev suggested that the college management could sign an MoU with ASAP (Additional Skill Acquisition Programme Kerala) to explore one-year internship opportunities.
- Prof. Varadharajan suggested conducting training for resume preparation, mock interviews, and interaction of students with industries

The Chairman thanked all members for their participation in the meeting and called the meeting to a close.


5/11/24