

**THANGAL KUNJU MUSALIAR COLLEGE OF ENGINEERING::KOLLAM – 5**

**Minutes of the 54<sup>th</sup> meeting of the Governing Body held at 10.45 AM on 14<sup>th</sup> November 2016 at TKM College of Engineering.**

**Members present:**

- 1) Mr. Shahal H Musaliar, Chairman, Governing Body
- 2) Mr. T K Jalaluddin Musaliar, Member, Governing Body
- 3) Mr. T K Usman Musaliar, Member, Governing Body
- 4) Mr. T K Abdul Kharim Musaliar, Member, Governing Body
- 5) Mr. T K Jamaluddin Musaliar, Member, Governing Body
- 6) Mr. Mahaboob M A, Member, Governing Body
- 7) Mr. Haroon M, Member, Governing Body
- 8) Dr. V I Beena, Member, Governing Body  
Joint Director, Directorate of Technical Education, Govt. of Kerala, Tvpm.
- 9) Dr. S Usha Kumari, Member, Governing Body  
A P J Abdul Kalam Technological University Nominee, Tvpm
- 10) Mr. Ranjith Kumar M G, Member, Governing Body  
Joint Secretary to Govt., Higher Education Department.
- 11) Dr. T A Shahul Hameed, Member, Governing Body  
Faculty Representative
- 12) Dr. J Sreekumar, Member, Governing Body  
Faculty Representative
- 13) Dr. S Ayoob, Principal & Member Secretary.

The meeting was presided over by the Chairman and the proceedings were started with silent prayer. Chairman welcomed the members to the meeting and took up the agenda items for discussions.

**Items:-**

- 54.01** A moment of silence was observed in memory of Janab Thangal Kunju Musaliar, the founder and upon the sad demise of Mrs. Najma Musaliar, Hon'ble Chairman's spouse.
- 54.02** Resolved to confirm the minutes of the 52<sup>nd</sup> Governing Body meeting.
- 54.03** The report of the action taken on the decision of the 53<sup>rd</sup> meeting. The GB noted the report.
- 54.04** Review of the activities of the College in 2015-16.

The details of intake of students in the whole programs were presented including the total students. A detailed presentation was made on the percentage pass of students during 2015-16 and 2014-15 in all branches. The GB congratulated all rank holders. The total staff strength of the college was presented. All the activities of various departments (Civil, Mechanical, Electrical and Electronics, Electronics and Communication, Computer

Science and Engg., Chemical, Architecture, Physics, MCA and Physical Education) was presented. The publication of faculty in research journals, faculty development programs, conduct of international conferences, programmes from student chapters of professional bodies were presented. The meeting resolved and conveyed its appreciation to the faculty and students for their outstanding performances as presented in the report circulated.

The reports on the activities of College Planning Committee (CPC) was discussed. Dr. J Sreekumar, the Convenor of CPC explained in detail the top to bottom and bottom to top (two way) budgeting process for the preparation of the institute budget for the next financial year. The meeting also discussed the activity report of Internal Quality Assurance Cell (IQAC). It is resolved that to strengthen the IQAC activities in the college, an Enterprise Resource Planning (ERP) needs to be implemented to integrate all activities of the institution.

Activities of the Research Council and their efforts to develop research collaborations with prestigious institutions and research organisations were appreciated. The activities of the infrastructure committee were presented in detail. The GB expressed satisfaction on the state of the infrastructure facilities developed especially during the past two years.

The activities of the Student Affairs Committee was also presented. It was reported that the activities of the student organization STEPS (Students of TKM for Empowerment of People and Society) was unique and deserves special appreciation. The GB congratulated the organizers of STEPS for initiating many novel and unique programs like Stem Cell donation, Sukritha etc.

The meeting noted the activities of the Library Council and the new infrastructure facilities made available in the college library. The reports of Ethics Committee, Environmental Management Cell, Energy Management Cell were presented. The GB discussed the need of an energy audit and the same was entrusted with the Principal. GB also discussed the activities of IT Cell, Women's Cell, Grievance Redressal and Appeal Cell, Internal Compliance Committee, Examination Cell, Anti Ragging Cell, Anti Drug Cell and Inter Academic Audit Cell.

A detailed discussion was carried out on the activities of the Career Guidance and Placement Cell. The GB congratulated the CGPU office bearers for their excellent performance in 2015-16 in obtaining 528 placement offers. It is resolved that CGPU should try their level best to bring in more number of core companies into our college. The GB congratulated the department of Physical Education for their appreciable performance during 2015-16.

GB discussed activities of the Alumni Association during 2015-16. The meeting expressed appreciation for initiating the conduct of Alumni meetings in USA, Singapore, Qatar, Tanzania etc. It is resolved to see maximum support from our Alumni members and Alumni Chapters all over the world for the development of infrastructure facilities of our college and supporting students through scholarships. The activity report of NSS and IEEE were discussed. The GB congratulated the IEEE organizers for securing many international awards. The activity report from ISTE, IE, CSI, College Union, L & D Club, Film and Drama Club, Music Club, Photographic Club were presented. GB noted all these reports. The activities related with the implementation and monitoring of the Software "Eazy Campus" were presented.

A detailed discussion were carried out on the TEQIP activities and the effort from the college in deriving financial support from TEQIP III. The activities of QEEE, MOOC programmes, QIP center, Safety and Security Committee, Teaching and Learning Centre, Power Supply, International Research Collaborations, Scholarship Committee, Society of Automatic Engineers were presented. The activity report of Audio visual Reprographic Club, Canteen Committee, Equal Opportunity Cell, RTI Centre, Liaison Officers of Regulatory Agencies, M.Tech., Kollam Cluster, Central Computing Facility, Website Management Committee, IETE students federation etc. were presented. It is reported that the Qatar Alumni Chapter offer financial assistance to set up a Civil Service Corner in our Central Library. Reports on Administrative Staff Development Programs and Student Counseling Cell were also discussed. GB noted all these reports.

**54.05** The following reports were presented:

- 1) Audits of Accounts and Balance Sheet for the year 2014-15 and 2015-16.
- 2) Departmental Audit of Accounts for the year 2014-15 and 2015-16.
- 3) Budget estimate for the year 2016-17.

The GB resolved to approve the above mentioned Audit of Accounts and Budget Estimate for the year 2016-17.

**54.06** Central Assistance through AICTE; Governing Body noted it.

**54.07 & 54.08** Utilization of grants was noted. The details of teachers were continuing higher education under QIP for M.Tech. and PhD. are also noted.

**54.10** Details of teachers promoted since the last meeting of the governing body. The Governing Body noted it.

**54.12** Details of non-teaching staff promoted since the last meeting of the governing body. The Governing Body noted it.

**54.13** Details of staff rejoined duty after completion of higher studies under QIP since last Governing Body. The Governing Body noted it.

**54.16 (a & b)** The Governing Body noted the details of teaching staff and non-teaching staff who resigned/relieved from service since the last GB.

**54.17 (a & b)** Governing Body noted the details of teaching staff and non-teaching staff who retired from service since the last Governing Body meeting.

**54.18** The Governing Body noted the details of staff who were sanctioned LWA since the last Governing Body meeting.

**54.19 and 54.20** The Governing Body noted the details of teaching staff and non-teaching staff who joined the Institution since the last Governing Body meeting.

**54.21** The Governing Body noted the detailed list of faculty members.

**54.22** The Governing Body noted the commencement of the new M.Tech. Program in Electrical and Electronics Engineering in Power Systems.

**54.23 & 54.24** With the permission of the Chairman the Principal reported the following:

1) The details of the recent National accreditation assessment council accreditation was presented. The Principal also reported the ongoing arrangements for NBA accreditation scheduled from 18<sup>th</sup> November, 2016 to 20<sup>th</sup> November, 2016 for the departments of Civil, Mechanical, Electrical and Electronics, Electronics and Communication and Computer Science & Engg.

2) Principal presented the comments and suggestions from the previous accreditation peer team. It is resolved that a combined effort from faculty and students to further improve the pass percentage is essential.

3) The Governing Body ratified the following items as reported in the minutes of the action committee held on 15<sup>th</sup> Oct. 2016;

(i) Commencement of a Civil Service Corner in the Central Library.

(ii) Enhancing Internet connectivity Bandwidth to 100 Mbps.

(iii) Financial powers to the Principal (Rs. 60 lakhs), Dean Research (Rs. 2 lakh), HoDs of Engineering/Arch.MCA. (Rs.1 lakh), HoDs of Physics, Chemistry and Maths (Rs.10,000/-), College Librarian (Rs.1 lakh), AA (Rs.10,000/-), Deputy Chief Warden, TKM Hostels (Rs. 10,000/-) and Dean Student Affairs (Rs. 10,000/-). The meeting also approved the suggestion that a concise report of the activities need be presented with a power-point presentation in the next GB meeting.

The meeting of the Governing Body resolved to authorize the college to seek financial assistance from regulatory and funding agencies for various research programmes/scholarship schemes for the next academic year. It is also resolved to authorize the college to have more MoUs and research collaborations with prestigious institutions and research organizations of international repute.

The meeting came to a close at 12:25 PM.



**Dr. S Ayoob**  
**Principal and Member Secretary**  
**Governing Body**

**15<sup>th</sup> November 2016**