

MINUTES OF THE GOVERNING BODY MEETING HELD ON 06.07.2024

VENUE: BOARD ROOM

TIME: 11.30 AM.

Members Present:

1. Dr. Winny Varghese, Secretary, Mar Athanasius College Association and Chairman, Governing Body, Mar Athanasius College of Engineering.
2. Dr. Bos Mathew Jos, Principal & Member Secretary, Governing Body, Mar Athanasius College of Engineering.
3. Sri. V P Joy IAS, Former Chief Secretary, Govt. of Kerala.
4. Sri. Ajayan C, Additional Secretary, Higher Education Dept., Govt. of Kerala.
5. Dr. Giles M P, Professor, Government Engineering College, Wayanad.
6. Dr. George Issac, Executive Committee member, Mar Athanasius College Association.
7. Prof. M K Babu, Governing Body member, Mar Athanasius College Association.
8. Dr. Biju B, Professor, Mechanical Engineering Dept., Mar Athanasius College of Engineering.
9. Dr. Siddharth Shelly, Assistant Professor, Electronics & Communication Engineering Dept., Mar Athanasius College of Engineering.
10. Sri. Eldhose Paul, Administrative Assistant, Mar Athanasius College of Engineering.

PART 1 - PROCEDURAL

The meeting started at 11.30 a.m. in the Board room of Mar Athanasius College of Engineering with a silent prayer. Principal and the Member Secretary of Governing Body, Dr. Bos Mathew Jos welcomed the Governing Body members. Dr. Winny Varghese, in his Presidential address, congratulated the Principal, staff and students on the conferment of autonomy to MACE.

PART 2 – REPORTING

2.1 Confirmation of previous General Body meeting minutes

The principal presented the minutes of the Governing Body meeting held on 07.06.2023 and the action taken report. Dr. George Issac enquired about the progress of the MOUs signed after the last Governing Body meeting and Principal gave a satisfactory reply. Dr. Winny Varghese suggested to form a panel of distinguished alumni and shall organize invited expert talks. Sri. Ajayan C pointed out the provisions for appointing Honorary Professors. He recommended design of the syllabus in collaboration with industry experts to ensure that it aligns with current trends and meets professional standards. Sri. V.P. Joy expressed the importance to encourage the students for

international publications and impart entrepreneurship thoughts in their mind during their study and suggested to set up disciplinary centre for doing projects. He also recommended the visit of students to various research centres.

2.2 Presentation by Principal

The Principal made a presentation of the activities and achievements of the college. The Governing body expressed satisfaction on the various activities of the college in the last year.

Dr. Winny Varghese directed that the eligible M. Tech Programmes also should seek accreditation from NBA. Sri. V.P Joy suggested 'Best teacher award' in each department considering different criteria including the student's feedback. He pointed that our concept is to be changed in such a way that students and teachers should intellectually active in all the time with multi-level activities. He suggested that each department should have one core area of consultancy. Dr. Winny Varghese demanded that the institution's curriculum should be par with international standards, and collaborate with foreign universities and institutions like IITs, NITs etc. He emphasized the importance of Twinning program with international universities. Sri. Ajayan C pointed out the provisions of appointment of Professor of Practice.

Decision:

Governing Body expressed satisfaction on the items reported

PART 3 - DISCUSSION / APPROVAL

3.1 Constitution of Academic Council and nomination of members by Governing Body to the Academic Council.

The University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2023 dated 03.04.2023, clause 12.4 states that an Academic Council is to be constituted for an autonomous college with following composition:

1. The Principal (Chairman)
2. All the Heads of Departments of the Autonomous College
3. Four teachers of the Autonomous College representing different categories of teaching staff by rotation on the basis of seniority of service in the college.

4. Not less than four experts/academicians from outside the Autonomous College representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering, Sciences, etc. are to be nominated by the Governing Body.
5. Three nominees of the University, not less than Professors
6. The Controller of Examination of the Autonomous College
7. A faculty member nominated by the Principal (Member Secretary)

Principal requested authorization to constitute the Academic Council as per UGC guidelines and nominate four members for item 4 above.

1. Governing Body resolved to authorize the Principal to constitute the Academic Council of Mar Athanasius College of Engineering.
2. Governing Body also resolved to approve the proposal of the Principal to include all Academic Deans in the Academic Council.
3. Governing Body resolved to nominate the following experts to the Academic Council as per clause 12.4 (4) of the UGC Regulations 2023 (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges)
 - i. Prof. Dr. Manu Santhanam, Professor, Civil Engineering Department, IIT Madras, Chennai.
 - ii. Prof. Dr. K Shankar, Professor, Mechanical Engineering Department, IIT Madras, Chennai.
 - iii. Prof. Dr. Sindhu T K, Professor, Electrical & Electronics Engineering Department NIT Calicut.
- iv. Prof. Dr. Sheena Mathew, Professor, Computer Science & Engineering Department, CUSAT, Kochi.

Decision:

1. Governing Body resolved to authorize the Principal to constitute the Academic Council of Mar Athanasius College of Engineering.
2. Governing Body also resolved to approve the proposal of the Principal to include all Academic Deans in the Academic Council.
3. Governing Body resolved to nominate the following experts to the Academic Council as per clause 12.4 (4) of the UGC Regulations 2023 (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges)
 - i. Prof. Dr. Manu Santhanam, Professor, Civil Engineering Department, IIT Madras, Chennai.

- ii. Prof. Dr. K Shankar, Professor, Mechanical Engineering Department, IIT Madras, Chennai.
- iii. Prof. Dr. Sindhu T K, Professor, Electrical & Electronics Engineering Department NIT Calicut.
- iv. Prof. Dr. Sheena Mathew, Professor, Computer Science & Engineering Department, CUSAT, Kochi.

3.2 Constitution of Finance Committee and nomination of a member by Governing Body to Finance Committee.

The University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2023 dated 03.04.2023, clause 12.6 states that a Finance Committee is to be constituted for an autonomous college with following composition:

- a. The Principal (Chairman).
- b. One person to be nominated by the Governing Body of the college for a period of two years.
- c. One senior-most faculty member of the Autonomous College to be nominated in rotation by the Principal for two years.
- d. Finance Officer/Officer in charge of Finance and Accounts of the Autonomous College (Member Secretary)

Principal requested authorization to constitute Finance Committee as per UGC guidelines and nominate a member for item (b) above.

Decision:

Governing Body resolved to authorize the Principal to constitute Finance Committee as per UGC guidelines and resolved to nominate Sri. M M Issac, Maliyil (H), Pindimana as a member to Finance Committee as per clause 12.6 (b) of UGC regulations regarding constitution of Finance Committee.

3.3 Constitution of Board of Studies

As per clause 12.5 of UGC Regulations 2023 (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) dated 03.04.2023, it statutory requirement to constitute one Board of Studies for each department. Principal requested authorization to constitute the Board of Studies as per UGC guidelines, for all departments.

Decision:

Governing Body resolved to authorize Principal to constitute Board of Studies as per clause 12.5 of the UGC regulations 2023 (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges).

3.4 Ratification of Appointment of Controller of Examinations

Dr. Praveen Mathew, Associate Professor, Civil Engineering Department has been appointed as the Controller of Examinations as per Order No. B9-350/24 dated 01.07.2024

Principal requested the Governing Body to ratify the appointment of Controller of Examinations.

Decision:

Governing Body ratified the appointment of Dr. Praveen Mathew as Controller of Examinations.

3.5 Budget proposal for the year 2024-25

Principal presented the budget for the year 2024-2025.

Decision:

Governing Body resolved to approve the Budget 2024-2025

3.6 Approval of Subject Expert Panel for the Promotion / Placement of Teachers.

Principal presented the Subject Expert Panel for the Promotion / Placement of Teachers.

Decision: Governing Body resolved to approve the Subject Expert Panel for the Promotion / Placement of Teachers

3.7 Any other matters

Dr. Winny Varghese commented that the examination software management system should be secure for the credibility and transparency of the exams. Dr. George Issac enquired about the question paper setting strategy and Principal replied that Bloom's Taxonomy will be followed in setting up levels of questions. Dr. Winny Varghese recommended to try open book exam in some subjects in the internal examinations. Dr. Giles M P pointed out that the question should be prepared in such a way that the students should have proper clarity in the concepts.

Dr. George Issac thanked all the members for their participation in the meeting and called the meeting to a close.

Meeting ended at 1.15 p.m.



A handwritten signature in blue ink, appearing to be "G.P.", with a horizontal line underneath.

PRINCIPAL
Mar Athanasius College of Engineering
Kothamangalam, Kerala - 686 666