Minutes of Governing Body Meeting held at the Conference Hall on 24.10.2024 (Thursday) at 10.30 am.

REENA ITTYACHAN
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Agenda:-

(1) Ratify the minutes of the Academic Council meeting held on 27.08.2024
   a) Review and ratify the decisions of the various Board of Studies of different disciplines.
   b) Review and ratify of the academic calendar.
   c) Review and ratify of the examination manual.
(2) Approval of UG and PG Regulations.
(3) Approval of the scholarships and freeships provided by the college.
(4) Approval of the Policies
(5) Review of the Strategic Planning and Goals.
(6) Review of budget for the academic year 2024-25.
(7) Any other items permitted/brought forward by the chairman.

Attendance of Members Present :-

(1) Sr. Lilly Thomas C, Chairman
(2) Dr. Sr. A. Princy Anto, Management Nominee
(3) Dr. Sajimol Augustine M, Management Nominee

(4) Prof. (Dr.) D. Sajan, Management Nominee

(5) Dr. C. D. Sebastian, Management Nominee (online)

(6) Dr. Nijo varghese, Principal Nominee

(7) Dr. V. Neetha, Principal Nominee

(8) Dr. Santhosh Paul, Principal Nominee

(9) Sr. Sheena Joseph K, Administrative officer Sheena Joseph

(10) Dr. Dhanya Alex, Educationist

(11) Sri. Rajesh M, State Government Nominee 24.10.24

(12) Prof. (Dr.) Abraham Joseph, University Nominee

(13) Prof. (Dr.) Sr. Reena Ittyachan, Principal

REPORT

The meeting started with a silent prayer and the manager presided over the meeting.

The Principal, Prof. (Dr.) Sr. Reena Ittyachan welcomed all the members and read out the minutes of the first Governing body meeting held on 1st June 2024 and the members agreed to approve the minutes

The agenda presented before the members for the discussions and decisions.

Item 1 - Report the minutes of the Academic Council meeting held on 27-8-2024

The details of the minutes of the Academic Council meeting held on 27-8-2024 is briefed in the meeting. The actions initiated to the recommendations of the academic council are discussed. Dr. Santhosh Paul, Controller of examinations, briefed the steps taken for the smooth and fair conduct of examinations. The Governing body have made the following recommendation related to conduct of examinations- Publish exam calendar on the website. Stick on the academic calendar and publish the results within 10 days but without any flaws in the management of examinations or publication of results.
The council recommended that the option for revaluation be given. Scrutiny of QP before the exam is extremely important, Keep the minutes of the scrutiny meeting.

Item 2 - The governing body examined and approved of UG, PG and Integrated PG Regulations 2024.

Item 3 - The governing body recommended to specify quantitatively the fund allocation for scholarships and freeships provided by the college. Approach Alumni, and PTA to provide scholarships to more students. Norms and policies for the scholarships to be published on the website inviting applications from students, issue scholarships to students after reviewing the applications by a committee.

Item 4 - Advised to clarify specific policy documents and present them at the upcoming

meeting.

Item 5 - It has been advised to review the strategic Planning and Goals to ensure alignment with the College's vision and mission, and to formulate short-term, mid-term, and long-term objectives.

Item 6 - Advised to Prepare a budget focusing on operating revenue and expenditures, excluding fixed assets, and prioritizing other expenses

Item 7 - The governing body recommended applying for new inter disciplinary and innovative UG and PG Programs that are in high demand and highly relevant; Apply for funding - DST - FIST, Curie fellowships.

Appoint a competent employee for managing office documentation in the office of an autonomous institution.

IQAC coordinator, Dr. V. Neetha proposed the vote of thanks and the meeting ended by 1:30pm.

1. Dr. D. Sayan