KMEA ENGINEERING COLLEGE

EDATHALA PO , ERNAKULAM

Subject : Minutes of the meeting held on 26/11/2024 Regarding

Date : 26/11/2024 Venue : Board Room

Time : 1:30 PM

Agenda:

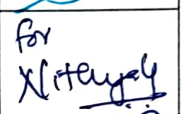
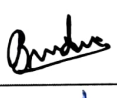
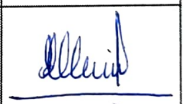
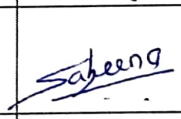
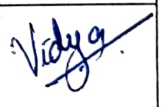
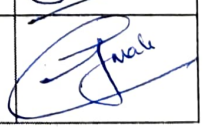
Silent Prayer

1. Confirmation of the minutes of the previous meeting held on 01/07/2024..
2. Review the action taken on the previous meeting held on 01/07/2024.
3. Academic Standards and Policies
4. Research and Innovation
5. Faculty Affairs
6. Student Affairs
7. Accreditation and Compliance

The Academic Council was held under the Chairmanship of Dr. Amar Nishad T.M, Director of KMEA Engineering College. The following members were present.

Members present:

Sl.No	Name	Designation	Signature
1	Dr. Amar Nishad. T. M	Director/ Principal	
2	Dr. Rekha Lakshmanan	Vice Principal	
3	Dr.Bijesh Paul	IQAC coordinator	
4	Dr.Smitha K.M.	Dean Academics	
5	Dr. Sajith Abdul Rahiman	Dean Research	
6	Dr. Biji Chinnamma	HOD, CE	

7	Dr. Reena Sebastian	HOD, EE	
8	Dr.Shahin M Abdulla	HOD, EC	
9	Dr.Leera Raju	HOD ME	
10	Dr.Benazir K.K.	HOD, CS	
11	Dr.Sangeetha C.P.	HOD,RA	
12	Mr.Rijul M	HoD ,SF	
13	Ms. Bushara A.R.	Senior Faculty, EC	
14	Ms. Fareeeda A Kareem	Senior Faculty, EE	
15	Ms. Bindu Sebastian	Senior Faculty, CE	
16	Mr.Mohammed Ismail H	Senior Faculty, EC	
17	Ms.Sabeena Salam	Senior Faculty, EE	
18	Ms.Vidya Hari	Senior Faculty,CS	
19	Mr.Premkrishnan	Senior Faculty, ME	
20	Mr.Muhammed Ajmal	IQAC co coordinator	

Minutes:

Dr. Amar Nishad T.M, Chairman, extended a warm welcome to the members of the Academic Council. After this, the agenda was taken up for discussion. The Academic council has considered it item-wise and deliberated as highlighted below.

Item No. AC 19.1 **Conformation of the minutes of the previous meeting**

The Chairman presented the minutes of the previous meeting held on 01/07/2024 and the action taken thereon.

Item No. AC 19.2 **Review the action taken on the minutes of the previous meeting**

The Chairman presented the actions taken on the suggestions made during the 17th Meeting of the Academic Council. The Council resolved to ratify the actions taken as presented and accepted .

Item No. AC 19.3 **Academic Standards and Policies**

New strategies for result improvement and pedagogical initiatives taken by the departments are discussed.The academic council discusses and approves the implementation plans for resources for students who require more assistance, such as remedial classes and tutorial hours as per the requirement of current semester.Verified the subject allotment of all departments.Analysed the schedule of technical activities recommended by each department for improving the technical knowledge and skills of the students.The syllabus of second semester of new 2024 scheme proposed by KTU is discussed by the members of academic council.The initiatives taken for the improvement of professional body activities and newsletter is also discussed.

The Academic Council approved the proposal.

Item No. AC 19.4 **Research and Innovation**

Dr. Sajith T.A. gave presentations on methods for advancing knowledge, discovery, and social growth that dealt with research financing, publication guidelines, and cooperative projects.The importance for applying research SEED money and KTU CERD project is highlighted in order to improve the caliber of research and innovation,.Discussed the schedule of KIC and KRCC activities .It is requested to ensure the use of Nimbus platform and Turnitin for research work and project activities.

The Academic Council approved the proposal.

Item No. AC 19.5 Faculty Affairs

The faculty requirement report was prepared based on the subject allotment submitted by the departments to IQAC
The teaching faculty requirements for the academic year 2024-25 odd semester.,
EE-0 ,EC-0 ,CE-1,CS-1,RA-1,ME-0,SF-0
The non teaching faculty requirements for the academic year 2024-25 odd semester.,
EE-0 ,EC-0 ,CE-2,CS-0,AIDS-0,RA-0,ME-0,SF-0
Academic council approved the new faculty positions.

The Academic Council approved the proposal.

Item No. AC 19.6 Student Affairs

Academic council discussed the choices pertaining to extracurricular activities, academic advising, and student support programs.The council gave its approval for the expansion of mental health services, which would include outreach initiatives for the wellbeing of students, workshops, and additional counselors.The event schedule was provided by Dr. Reena Sebastian, Dean Staff, and Student Affairs.

The Academic Council approved the proposal.

Item No. AC 19.7 Accreditation and Compliance

By taking into account all pertinent input from accrediting organizations, Dr. Bijesh Paul, IQAC coordinator, recognized the current situation and decided on the next course of action for preserving accreditation.Future plans for NAAC, NBA, and NIRF accreditation work are reviewed .

The Academic Council approved the proposal.

The Chairman noted the requirement and assured the members for compliance in future.

The meeting ended at 2.30 PM with a vote of thanks.

Signature
Convenor

Signature
Chairman

Subject : Action taken for the meeting held on 26/11/2024 - Regarding

1. Measures were taken for improving academics by arranging revision class and considering the bandlist of bright ,average and weak students in all departments.
2. The good add-on courses and other technical activities are improved in quantity .
3. One project from EC is granted KTU CERD research funding and two faculty from RA is shortlisted under Research SEED funding scheme.
4. Usage of Nimbus and Turnitin is increased.
5. New PhD registration in the academic year 2024-25 is four.
6. KIC conducted inter department project competition and monitored activities under each subsection of KIC.
7. Techno Managerial cultural fest is conducted successfully.
8. The NAAC team completed AQAR for the year 2023-24.
9. The NBA team started compliance report work.

Signature
Convenor

Signature
Chairman