

**KMEA ENGINEERING COLLEGE**  
EDATHALA P.O, ERNAKULAM

**Subject: Minutes of the meeting held on 30/07/2022 - Regarding**








Date : 30/07/2022

Venue : Board Room

Time : 3 pm

The Governing Council was held under the Chairmanship of Riaz Ahmed Sait of KMEA Engineering College. The following members were present.

**Members present:**

Sl.No	Name	Designation	Signature
1	Mr. Riyas Ahammed Sait	Chairman, College Management Committee	
2	Adv. K.A Jaleel	Secretary College Management Committee	
3	Mr. Babu Sait	Treasurer KMEA Trust	
4	Three eminent professionals 1. Dr. Ansamma John 2. Dr. Jose K Jacob 3. Dr. Jagathy Raj	Members	
5	Two Industrialists 1. Muhammed Fayas 2. Roshan Poomkudy	Members	
6	Dr. Amar Nishad T.M	Director & Principal	
7	Dr. Rekha Lakshanam	Vice Principal	

## **Agenda:**

### **Silent Prayer**

1. Opening Remarks and Welcome by the Chairperson or President
2. Approval of Previous Meeting Minutes held on 24/07/2021.
3. Principal's Report
4. Financial Update
5. New Academic Programs/Research Initiatives
6. Infrastructure Development
7. Student Affairs
8. Student Scholarships
9. Faculty and Staff Matters
10. Accreditation and Quality Assurance
11. Alumni Relations and Industry Collaboration
12. Any Other remarks
13. Next Meeting Date and Adjournment

## **Minutes:**

Riaz Ahmed Sait, Chairman, extended a warm welcome to the members of the Governing Council. The Governing council has considered agenda item-wise and deliberated as highlighted below.

### **Item No. GC 7. 1            Approval of the minutes of the previous meeting**

The Chairman presented the minutes of the previous meeting held on 24/07/2021 and the action taken thereon.

Dr. Amar Nishad T.M proposed to approve the minutes and the Secretary supported it. As the members had no objection, the Governing Council unanimously resolved to confirm the minutes of the previous meeting held on 24/07/2021.

### **Item No. GC 7. 2            Approval of recommendation and suggestions by academic council and college council.**

The Principal presented the recommendation and suggestions by the academic council and college council. The council discussed and approved the above matters.

**Item No. GC 7.3      Consideration of recommendations and suggestions by Principal**  
The Chairman invited Dr. Amar Nishad T.M, Principal to present the report. Dr. Amar Nishad T.M presented the report for discussion and approval.

**Item No. GC 7.3.1      Financial report, including budget allocation, expenditure, and any financial considerations for upcoming projects or initiatives**

- Recommended fund allocation for the maintenance of boys and girls hostel.
- Recommended fund allocation for the laboratory maintenance requirement from the department.
- Recommended to allocate funds for purchasing the latest books for the central library.
- Suggestions and discussions on the revision of fee registration for the upcoming academic year.

**Item No. GC 7.3.2      New Academic Programs/Research Initiatives**

- Present and discuss proposals for new academic programs or research initiatives, including their potential impact and feasibility
- Recommended to strengthen the research activities.
- Council approves the suggestions for the conduction of IIC south zone regional meet in KMEA.
- Recommended smart rooms and video capturing for innovative teaching practices.
- Recommended to promote professional body activities.

**Item No. GC 7.3.3      Student Affairs**

- Facilitating promotion
  - Recommended to allocate funds for conducting an induction program for first year students.
  - Student policy updation were discussed
  - Recommended to allocate funds for conducting placement training programs.
  - Recommended to conduct a pedagogical program for enhancing the teaching learning process
  - Recommended to conduct an all staff meeting.
  - Recommended to promote nature club activities through CSR funds

**Item No. GC 7.3.4      Faculty and Staff Matters**

The Principal points out the faculty recruitment, promotions, grievances and training.

- To consider the teaching requirements for the academic year 2022-23 odd semester.

- The faculty requirement report was prepared based on the subject allotment submitted by the departments to IQAC.

**Item No. GC 7.3.5 Accreditation and Quality Assurance**

- Presented the progress of NBA SAR preparation of ME, CE, EE and EC departments

**Item No. GC 7.3.6 Alumni Relations and Industry Collaboration**

The principal recommended the necessity of alumni collaborations and thereby strengthening industry interactions.

**Item No. GC 7.3.7 Any Other remarks**

The discussions on upliftment of the socially commitment were proposed

**Item No. GC 7.3.8 Next Meeting Date and Adjournment: Last week of July 2023**

**During the Governing council meeting, the members had suggested the following points:**

**General**

- Members suggested the reactivation of the eco club in the context of nature sustainability.

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

The meeting ended at 12.30 PM with a vote of thanks.



Signature  
Convenor

Signature  
Chairman

**Subject : Action taken for the meeting held on 30/07/2022 Regarding**

1. Allocated fund for Faculty matters, Research, Resources
2. Curriculum revision submitted to BOS
3. SAR submitted by ME, EE, EC and CE
4. Completed works related to research place
5. FDP organised by ME, CE and CS
6. Allocated funds for organising IIC regional meet
7. Allocated funds for infrastructure facilities
8. Allocated funds for lab maintenance and requirements

Signature  
Convenor

Signature  
Chairman