



**MAR BASELIOS COLLEGE OF ENGINEERING AND TECHNOLOGY(MBCET)
THIRUVANANTHAPURAM-695015**

MINUTES OF THE SECOND MEETING OF THE GOVERNING BODY (AUTONOMOUS) HELD
IN THE BOARD ROOM ON 10.02.2021 (WEDNESDAY) AT 10:00AM

MEMBERS PRESENT:

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| 1. | His Beatitude Moran Mor Baselios Cardinal Cleemis Catholicos, President, Malankara Catholic Education Society of Major Archdiocese of Thiruvananthapuram, Patron and Manager, MBCET. | Chairman |
| 2. | Prof Arun Kumar Agrawal, Professor(Retd) IIT BHU, | Member, UGC Nominee |
| 3. | Sri R Vijayakumar, Additional Secretary HE, Government of Kerala | Member, Nominee of Government |
| 4. | Dr V Suresh Babu, Professor, ECE, GEC Wyanad, | Member, Nominee of APJAKTU |
| 5. | Rt. Rev. Msgr. Dr. Mathew Manakarakavil, Chief Vicar General of Major Archdiocese of Thiruvananthapuram of Malankara Catholic Church. | Member |
| 6. | Rev. Fr John Vilayil, Bursar, MBCET | Member |
| 7. | Rev. Fr Thomas Kayyalackal, Finance Officer of the Major Archdiocese of Thiruvananthapuram of Malankara Catholic Church. | Member |
| 8. | Shri Jacob Punnoose IPS(Retd). | Member |
| 9. | Mr Tony Thomas, CIO, Boston Consulting Group, Thiruvananthapuram. | Member |
| 10. | Prof. S. Viswanatha Rao, Vice Principal, MBCET. | Member |
| 11. | Dr(Mrs) Neethu Roy, Dean (R&C) & Professor, CED, MBCET. | Member |
| 12. | Dr Abraham T Mathew, Principal, MBCET. | Member Secretary |
| | Members on leave | NIL |

MINUTES

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| Subject GB2.01 | (a) Invocation |
| | (b) Welcome Note by Chair |
| | (c) Confirmation of the Minutes of the First Meeting of the Governing Body held on 12.10.2020 |
| Gist | Principal informed that the quorum for the meeting was available as all the members were present and hence Chairman called the meeting to order by 10:00AM. (a) The meeting started with silent prayer. |



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| | <p>(b) The Chairman welcomed the members of the Governing Body and introduced the newly joined members to others. The Chairman informed that the Governing Body had full membership with the presence of nominees from the UGC, the Government of Kerala and the APJ Abdul Kalam Technological University. Chairman thanked the respective authorities for promptly making the nominations.</p> <p>In his welcome note, Chairman appreciated the keenness and the efforts of all the members of the Governing Body towards enabling the College to flourish as a seat of wisdom, where the graduates would have high regard for mother nature, respect for others and the attitude for hard work.</p> <p>The Principal presented the details about the academic activities and recent developments in the College and also of the new initiatives being undertaken by the College, after the conferment of autonomy in July 2020 by UGC, for apprising the members of the Governing Body.</p> <p>(c) Governing Body was apprised that the Minutes of the first meeting held on 12 October 2020 was circulated and comments on errors or omissions were received. Chairman sought the attention of the members for confirming the Minutes. The Governing Body resolved to confirm the Minutes of the First Meeting.</p> |
| GB2.02 | Report on the actions taken/actions pending on the pertinent decisions in the Minutes of the First Meeting of the Governing Body held on 12.10.2020 |
| Decision | Governing Body was apprised that all the decisions of the first Meeting were taken for implementation and no decision was pending. Governing Body reviewed the Action Taken Report and granted the approval. |
| GB2.03 | Report on the admission status in the current year (2020-2021) and general academic affairs of the College |
| Decision | The Principal informed that College could complete the admission process duly as per the schedule and the highest demand was for the B.Tech CSE with 100% admission. The overall admission was 79.5% which was much better than the average admissions in many Colleges of the State. It was also informed that the demand for the PG seats was not high except for Structural Engineering. Governing Body noted the developments and directed that College should concentrate more on the strengthening of the programmes so as to attract good students and good placement in all programmes. |
| GB2.04 | Considering the recommendations of the Academic Council on the general policy guidelines on the attendance, progress and evaluation for the B.Tech Programmes in line with that of the latest APJAKTU Scheme of 2019 and adopting the same for 2020 B.Tech batch under autonomy. |
| GB2.05 | Considering the recommendations of the Academic Council on the B.Tech Curriculum and the continuation of the five B.Tech programmes |
| GB2.06 | Considering the recommendations of the Academic Council on the general policy guidelines on the attendance, progress and evaluation for the M.Tech Programmes in line with that of the APJAKTU Scheme, prevalent in 2019, and adopting the same for the 2020 M.Tech Batch under autonomy. |
| GB2.07 | Considering the recommendations of the Boards of Studies on the M.Tech Curriculum and adopting the Syllabus for M.Tech Semesters 1 and 2 of the five programmes. |
| GB2.08 | Considering the policy guidelines on the conduct of the End Semester Examination, Question paper setting, paper evaluation, publication of results, Re-examination/supplementary examination for B.Tech programmes under the autonomy scheme 2020. |



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| GB2.09 | Considering the policy guidelines on the conduct of the End Semester Examination, Question paper setting, Paper evaluation, publication of results, Re-examination/Supplementary examination for M.Tech Programmes under the autonomy scheme 2020. |
| Decision | <p>The Governing Body observed that the Items GB 2.04 to GB2.09 were related to the academic matters for which the approval of the Academic Council was sufficient. Hence no further discussions were made on these items. Governing Body directed that academic matters could be reported to it for periodical updating and review.</p> <p>Governing Body, however, resolved that if College wants to bring up any academic matters that would need approval of the Governing Body the same could be brought to the Governing Body from time to time, with the permission/direction of the Chairman.</p> |
| GB2.10 | Considering the appointment of the Board of Examination to act as a consultative mechanism for the Head of the Institution with regard to the measures to be taken in conducting the examinations |
| Decision | <p>Governing Body was apprised about the background of proposing the Board of Examinations in the context of autonomy. After detailed discussions, it was directed that an Examination Consultative Committee(ECC) could be a better option instead of the Board of Examinations. Governing Body observed that this Committee could give suggestions on the matters related to the conduct of examinations and evaluations as a consultative mechanism so that the powers and functions of ECC would not intervene the functioning of the Academic Council and the Boards of Studies. Principal was asked to submit a proposal for appointing the Examination Consultative Committee.</p> |
| GB2.11 | Considering the decision of the Academic Council in co-opting Deans, Controller of Examination and IQAC Coordinator as members in the Academic Council |
| Decision | <p>Governing Body was apprised about the need for broad-basing the Academic Council with more representations from the senior faculty by including Deans, Controller of Examinations and the IQAC Coordinator as co-opted members in the Academic Council. The Governing Body approved the proposal.</p> |
| GB2.12 | Considering the matters of Curriculum Revision for the B.Tech and M.Tech Programmes under autonomy and setting the targets/timelines for implementation of the new curriculum under autonomy |
| Decision | <p>Governing Body was apprised that the College was ambitious to launch the revised curriculum to take the full advantage of autonomy. After detailed deliberations, the Governing Body resolved that the process of curriculum revision could be initiated forthwith. Governing Body accepted the plan of implementing the revised Curriculum in the academic year 2022-2023 for both the UG and the PG Programmes after obtaining the necessary approvals from the competent bodies.</p> |
| GB2.13 | Considering the matters of setting timelines for the modernization of the laboratories, classrooms and also arranging the training and development programmes for the faculty and staff and the policy guidelines for preparing the Programme of Action |



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| Decision | <p>Governing Body was apprised that the College would need activities to strengthen the facilities and infrastructure to meet the requirements that would come up when the new curriculum was implemented. Governing Body directed that College should review the Strategic Plan adopted in 2017 and prepare the Strategic Plan to cover the period of 2022-2027 so that it would be possible to get a complete picture of the programme of action needed for modernization and removal of obsolescence.</p> <p>Governing Body noted that the ten year period of 2020-2029 would be crucial for the College because it would be the first cycle of autonomy. Governing Body directed the College to work for quality improvement by focusing more on academic excellence, modern facilities, innovations, research, publications, etc. which would entail accreditation with higher scores needed for extension of autonomy by the UGC.</p> |
| GB2.14 | Considering the matters of setting timelines and the policy guidelines for the training and development of the faculty and staff and for preparing the Programme of Action for achieving the targets |
| Decision | <p>Governing Body was apprised about the faculty profile and the recruitment policy of the College. Governing Body observed that along with the implementation of the new curriculum, the faculty and staff need to be equipped with the up to date knowledge to teach the modern topics. Members also highlighted the need for equipping the faculty through training and industry interactions.</p> <p>Chairman pointed out that PhD would be considered as the entry-level qualification for faculty and the existing faculty would be encouraged to go for Ph.D. It was also mentioned that the faculty could be encouraged with incentives for pursuing Post-doctoral research and further advancement of their qualifications.</p> <p>Governing Body noted the points and permitted to organize the programmes for the training and development of faculty and staff which could be combined with an appraisal system to assure/sustain quality. It was also instructed to prepare a programme of action for the faculty and staff development for the period 2022-2027 and duly submit to the Governing Body.</p> |
| GB2.15 | Constituting/Reconstituting the Internal Quality Assurance Cell (IQAC) of the College as per the UGC Guidelines-reporting item |
| Decision | <p>Governing Body noted the re-constitution of the IQAC and the appointment of the IQAC Coordinator.</p> |
| GB2.16 | Matters taken up with the permission of the Chair |
| Decisions | <p>(a) Dr V Suresh Babu suggested that College should utilize the opportunity of autonomy to redefine the vision and mission of the College by including a focus on research and the OBE approach of education. He reminded that autonomy also could give a lot of freedom to start new programmes on emerging areas at both UG and PG level. So College should aim at capacity expansion with the addition of new Programmes. Also, there would be a need for constant improvement as the performance would be reviewed by the UGC regularly. Governing Body noted the suggestions and directed the College to keep the points in perspective while planning for the coming years. He suggested that College could benchmark itself with established autonomous institutions by studying the best practices in such institutions. Dr Suresh Babu stressed the</p> |



- point that if OBE was practiced in the true sense the students would be able to attain all the programme outcomes envisaged in the curriculum.
- (b) Prof. Arun Kumar Agrawal appreciated the Institution for the coordination, efficiency and positive environment which were not visible in many other institutions. Prof Agrawal pointed out the need for qualified faculty to handle courses when we think of an expansion and training of the faculty for doing the assessment would be very critical under the OBE system. Governing Body was apprised that College was regularly having many training sessions for all the faculty members internally as well as by the external experts. There were sessions attended directly under NBA with regard to accreditation and subsequently training the junior faculty in various aspects such as the delivery of content in the OBE context, preparation of question papers etc.
 - (c) Shri Jacob Punnoose mentioned that the current batches should have some edge in the curriculum, by giving them special coaching based on current industrial requirements, and by the time the 2020 batch pass out they should have a desired edge compared to other batches from other institutions. Governing Body directed that even with the existing curriculum, innovative approaches could be adopted in the conduct of classes, the assessment and also in giving the industry exposure to the students, so that the students coming out of the autonomous system would have an edge over the students from other institutions. It was apprised that the Director of Corporate Relations had started implementing various activities for helping students in various ways with special focus on skill development and professional communication.
 - (d) Shri Jacob Punnoose further mentioned that in the education system a serious deficiency was observed in interpersonal skill development and faculty-student relationships. Shri Jacob cautioned that the confinement at home due to the Covid pandemic and studies through the online medium could accentuate that problem and hence College could undertake measures to give counselling and guidance to the needy students.
 - (e) Mr Tony Thomas suggested that College should look into the curriculum of the traditional Programmes and make some drastic changes to be in alignment with the requirements of the industry to attract students to such Programmes.
 - (f) Mr Tony Thomas mentioned that there was visible progress in the activities undertaken by the College after the conferment of autonomy and complemented the faculty.
 - (g) Mr R Vijayakumar ensured support from the Government and the Higher Education department for the successful implementation of the Autonomy.
 - (h) Governing Body observed that the low enrollment in the PG programme could be seen as a strong indicator of the need for a revision of the curriculum or conversion to other Programmes, based on the social and industry demands.
 - (i) Governing Body instructed that College could voluntarily offer certain courses to the senior batches who would be under the affiliated system, as a good gesture to help them in planning their career, even though technically they would not be part of the autonomous system.
- The Chairman thanked all the members of the Governing Body for their presence and the valuable suggestions. Chairman mentioned that all the action points proposed in the meeting would be taken up for further action by the College. The vision and mission would be examined and would recast in the wider context of the relevance of the engineering education mandated by the current developments and future needs so that College could serve the society with a sense of commitment.
- Chairman highlighted that there has been a very visible change in the performance among the faculty and the staff, in the context of autonomy, after the conferment of the new status and the entire team of the College was working to achieve the objectives of the College under autonomy. Chairman observed that Autonomy was



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| | <p>a matter of self-discipline and moral responsibility, which would be held up with pride.</p> <p>While concluding the discussions, Chairman remarked that from a stage when Autonomy was not well appreciated, the academic regime in Kerala had reached the stage of granting of autonomy, and the Higher Education Department of Kerala was taking proactive steps for carrying this new system of higher education forward. Hence College was having an academic ecosystem in which it could take adequate measures to steadily progress and come to the forefront to make the contributions visible to the industry and society.</p> |
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Fr. John Vilayil proposed the Vote of Thanks.

Meeting was adjourned at 12.50 pm with thanks to the Chair.

Principal & Member Secretary

Date: 15.11.2021

Approved

CHAIRMAN