Mar Baselios College of Engineering and Technology

MAR BASELIOS COLLEGE OF ENGINEERING AND TECHNOLOGY(MBCET)

(Autonomous College affiliated to APJ Abdul Kalam Technological University)

MAR IVANIOS VIDYANAGAR, THIRUVANANTHAPURAM-695015

MINUTES OF THE TENTH MEETING OF THE GOVERNING BODY(AUTONOMOUS)
HELD IN THE HYBRID MODE (BOARDROOM/ONLINE THROUGH GOOGLE MEET)
ON MONDAY 11 MARCH 2024 AT 10:00AM

(meet.google.com/ash-xuac-gdr)

Members present:

1.	His Beatitude Moran Mor Baselios Cardinal Cleemis Catholicos, President, Malankara Catholic Education Society of the Archdiocese of Trivandrum, Patron and Manager, MBCET	Chairman
2.	H.E. Most Rev. Dr. Mathews Mar Polycarpos, Auxiliary Bishop of the Major Archdiocese of Trivandrum.	Member
3..	Sri. Ajayan C., AS(HE), Nominee of Government of Kerala	Member
4.	Rev. Fr. Thomas Kayyalackal, Vicar General, Major Archdiocese of Trivandrum.	Member
5.	Rev. Fr. John Varghese P., Bursar, MBCET	Member
6.	Rev. Fr. Thomas Mukalumpurath, Asst. Bursar and Finance Officer, MBCET	Member
7.	Dr. Tony Thomas, Global Chief Digital and Information Officer, Signify, (based out of Amsterdam).	Member
8.	Dr. S. Viswanatha Rao, Vice Principal & Dean(Academic UG), MBCET.	Member
9.	Dr. M.J. Jayashree, Professor, ECE, MBCET.	Member
10.	Dr. Paul Thomas, Dean(PGS&R), MBCET	Member
11.	Dr Abraham T Mathew, Principal, MBCET.	Member Secretary
12.	KTU Nominee	Nomination Awaited
	Members on leave	NIL

Note: Chairman His Beatitude Moran Mor Baselios Cardinal Cleemis Catholicos and Member Dr. Tony Thomas joined online. Others had assembled in the Boardroom

Subject GB10.01	(a) **Invocation**
	(b) **Welcome Note by Chair**
	(c) **Acknowledging the former members and welcoming new members**
	(d) **Confirmation of the Minutes of the Ninth Meeting of the Governing Body held on 15.09.2023**
Decision	(a) Chairman His Beatitude Moran Mor Baselios Cardinal Cleemis Catholicos called the Tenth meeting to order and started the meeting with a Silent Prayer.
	(b) Chairman welcomed all the members to the Tenth meeting of the Governing Body. In his opening remarks Chairman shared his special appreciations for the efforts being made by the Faculty, Staff and

Students of the College ever since the College had become autonomous in 2020 and the progress made by the College during this period. Chairman mentioned that the Governing Body(GB) was re-constituted in January 2024 as per the new UGC Regulations 2023 for the Autonomous Colleges and the Tenth meeting was the first meeting of the re-constituted Governing Body.

(c) Chairman observed that it's customary to acknowledge the contributions of the former members. Governing Body resolved to place on record its sincere appreciation for the contributions made by the following former members.
1. Prof. Arun Kumar Agrawal, UGC Nominee
2. Dr. Suresh Babu V., KTU Nominee
3. Rev. Dr. Koshy Isaac Punnamoottil, Management Representative
4. Shri. Jacob Punnoose IPS(Retd), Management Representative
5. Dr. Neethu Roy, Faculty Representative, MBCET

Governing Body welcomed the following new members:
1. Rev. Fr. Thomas Mukalumpurath, Management Representative
2. Dr. Paul Thomas, Member from Administration, MBCET
3. Dr. M.J. Jayashree, Faculty Representative, MBCET

(d) Governing Body read and confirmed the Minutes of the Ninth Meeting held on 15th September 2023.

GB10.02	**Report on the actions taken/actions pending on the pertinent decisions in the Minutes of the Ninth Meeting of the Governing Body held on 15.09.2023**
Decision	Governing Body reviewed the report presented by the Principal on the Actions taken on the decisions in the Minutes of the Ninth Meeting of the Governing Body held on 15.09.2023 and resolved to grant the approval.
GB10.03	**Principal's presentation on general academic affairs and progress of the College since the Ninth meeting**
Gist	Principal made a power point presentation on the progress of the academic and research activities at the College to apprise the Governing Body. Following developments were highlighted while apprising the Governing Body about the variety of academic, co-academic and extracurricular activities happening at the College: 1. Reconstitution of the Statutory bodies of the College as per the new UGC Regulations 2023 for Autonomous Colleges. 2. Award of the M.Tech Degree by the APJ Abdul Kalam Technological University to the second M.Tech batch(2021-2023) under autonomy in 2023-2024. 3. Industry supported Lab by Hykon India Limited and UST Global. 4. Long term internships for the B.Tech Students in industries with special permission of the Academic Council 5. Improvement in the B.Tech admissions in 2023-2024 6. Co-academic activities conducted and planned for the current academic year. 7. International Conference ICEMPS 2024 coming up in April 2024. 8. High level of participation by the Students in the Sports and Games at the University, State and National levels.
GB10.04	**Consideration of the UGC Notification on the new Regulations of 2023 for the Autonomous Colleges and to take it on record for further action**
Decision	Governing Body was apprised that University Grants Commission(UGC) Ministry of Education, Government of India had conferred the Autonomous status on Mar Baselios College of Engineering and Technology vide UGC Letter No.F.22-1/2017(AC) dated 15.07.2020 under the UGC Regulations

	2018 (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) and subsequently, UGC had notified a new Regulation for Autonomous Colleges (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations 2023 which would supersede the earlier Regulations of 2018. Governing Body resolved to take the new UGC Regulations (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) 2023 on record for further action.
GB10.05	**Reporting the Notification issued by the Chairman Governing Body regarding the re-constitution of the Statutory Bodies of the College and to take it on record**
Decision	Governing Body resolved to take on record the following Notifications issued by the Chairman Governing Body regarding the re-constitution of the Statutory bodies of the College in his capacity as Manager of the College: 1. MCES Notification No. M-4/MBC-05/18 dated 10.01.2024 2. MCES Notification No. M-4/MBC-06/43 dated 24.01.2024
GB10.06	**Ratification of the Results of the Semester VII (S7) of the B.Tech Degree Examinations(Regular) of the 2020 Admission Batch under autonomy for approval.**
Decision	Governing Body was apprised that, based on the request from the Principal, the Chairman Governing Body had granted permission, vide the Letter No. M-V/MBC 02/57 dated 25.01.2024, to circulate the provisional results of the B.Tech Seventh Semester(S7) Examination January 2024 among the members of the Governing Body and then publish it for information of the Students concerned. The results were accordingly published and the necessary follow up in terms of re-evaluation, scrutiny, etc. were conducted. 480 students had appeared for the examination (CS -119, CE -106, EC –105, EE -70, ME -80). Governing Body resolved to ratify the actions taken on the publication of the provisional results of the Seventh Semester B.Tech Degree Examinations(Regular) January 2024 for the B.Tech 2020 Admission Batch under autonomy.
GB10.07	**Consideration of the Results of the Semester V (S5) of the B.Tech Degree Examinations(Regular) of the 2021 Admission Batch under autonomy for approval.**
Decision	Governing Body was apprised that the classes for the Semester V (S5) of the 2021 Admission B.Tech batch, under autonomy, were conducted during 14.09.2023 to 16.01.2024. The End Semester Examinations were held in January 2024, after a preparatory leave. 426 students had appeared for the examination (CS -120, CE -90, EC –115, EE -50, ME -51). Chairman instructed the Controller of Examinations to present the results of the Examinations. The Controller presented the results in detail using powerpoint presentation. Governing Body reviewed the results of the B.Tech S5 Minor and Honours Examinations. After detailed discussions and review, Governing Body approved the results without any moderation and permitted to publish the provisional results. Governing Body permitted for initiating the re-evaluation and addressing the grievances of the students as per the provisions in the relevant rules.

GB10.08	Consideration of the Results of the Semester III (S3) B.Tech Degree Examinations (Regular) of the B.Tech 2022 Admission Batch under autonomy for approval.
Decision	Governing Body was apprised that the Semester III (S3) classes for the B.Tech 2022 Admission batch under autonomy were conducted in the offline mode during 14.09.2023 to 16.01.2024..The End Semester examinations were held in January 2024, after a preparatory leave. 501 students had appeared for the examination (CS -123, CT-58, CE -75, EC –107, EE -48, EL-43, ME -47).
	Chairman instructed the Controller of Examinations to present the results of the Examinations. The Controller presented the results in detail. Governing Body reviewed the results of the B.Tech S3 Minor Examinations also. After detailed discussions, Governing Body approved the results without any moderation and permitted to publish the provisional results. Governing Body permitted for initiating the re-evaluation and addressing the grievances of the students as per the provisions in the relevant rules.
Subject GB10.09	Consideration of the Results of the Semester I (S1) of the B.Tech Degree Examinations (Regular) of the 2023 Admission Batch under autonomy for approval.
Decision	Governing Body was apprised that, in 2023-2024, the admissions to the seven B.Tech Degree Programmes (CE,CSE,ECE,EEE,ME, EL, CT) have been completed in September 2023 as per the Government's schedule. The classes for the Semester I were started on 11.09.2023, along with the mandatory Student Induction programme which was inaugurated on 09.09.2023, and was marked by the PARODOS ceremony.
	The classes were conducted in the offline mode from 11.09.2023 to 16.01.2024. The requisite Instructional days were completed in January 2024 and the End Semester examinations were conducted in January 2024. The End Semester examinations were conducted in the conventional offline mode. 585 students had appeared for the examination (CS -125, CT-62, CE -74, EC –125, EE -62, EL-62 , ME -75).
	Chairman instructed the Controller of Examinations to present the results of the Examinations. The Controller presented the results in detail. After detailed discussions, Governing Body approved the results without any moderation and permitted to publish the provisional results. Governing Body permitted for initiating the re-evaluation and addressing the grievances of the students. as per the provisions in the relevant rules
Subject GB10.10	Consideration of the Results of the Semester III (M3) of the M.Tech Degree Examinations(Regular) of the 2022 Admission Batch under autonomy for approval.
Decision	Governing Body was apprised that the classes for the Semester III (M3) M.Tech 2022 Admission Batch were conducted during 01.11.2023 to 02.02.2024 and the Third Semester M.Tech Degree Examinations(Regular) was conducted in February 2024. Controller of Examinations presented the results for consideration of the Governing Body.
	Governing Body reviewed the results and granted the permission for publishing the provisional results.
GB10.11	Consideration of the Results of the Semester I (M1) of the M.Tech Degree Examinations(Regular) of the 2023 Admission Batch under autonomy for approval and the PhD. Course Work results.

Decision	Governing Body was apprised that the classes for the Semester I (M1) M.Tech 2023 Admission Batch were conducted during 04.09.2023 to 22.12.2023 and the First Semester M.Tech Degree Examinations(Regular) were held during January 2024. Controller of Examinations presented the results. The results of the examinations of the courses credited by the Ph.D Scholars were also presented.
	Governing Body reviewed the results and granted the permission for publishing the provisional results.
GB10.12	**Consideration of the Results of the Supplementary Examinations of the B.Tech Semesters II, IV and VI (S2, S4, S6) and M.Tech Semester II (M2) under autonomy for approval (post facto).**
Decision	Principal presented that the College had conducted the Supplementary examinations for the failed students of the B.Tech and M.Tech Programmes during the months of October 2023 for the various disciplines/specialization, so that the slow learners could be supported for completing their Degree Programme without much delay. (This facilitation of more frequent supplementary examination is one of the benefits of the Autonomous system)
	Following were the Examinations conducted as mentioned above after the last meeting of the Governing Body:
	(i) Second Semester(S2) B.Tech Degree (Supplementary) Examination October 2023 (ii) Fourth Semester(S4) B.Tech Degree (Supplementary) Examination, October 2023 (iii) Sixth Semester(S6) B.Tech Degree (Supplementary) Examination, October 2023 (iv) Second Semester M.Tech Degree (Supplementary) Examination October 2023
	Governing Body was apprised that the results of these examinations were published after due verification and approval by the Chief Controller of Examinations, viz. the Principal. Overview of the results was presented before the Governing Body for final approval. Governing Body reviewed the results and approved the provisional results post facto. Actions taken by the Principal in this regard were ratified.
GB10.13	**Considering the decision of the Academic Council in co-opting Deans and IQAC Coordinator as members in the Academic Council**
Decision	Governing Body was apprised that the Academic Council had co-opted six Deans and the IQAC Coordinator as the members of the Academic Council in its 10th meeting and hence the incumbent of the following positions would become co-opted members of the Academic Council, ex-officio. The objective was to enable the effective implementation of the decisions of the Academic Council at the College. 1. Dean(Academic Affairs-UG) 2. Dean(PG Studies &Research) 3. Dean(Research & Consultancy) 4. Dean(Student Affairs) 5. Dean(Corporate Relations) 6. Dean(Administration) 7. Coordinator, IQAC

	Governing Body resolved to grant the approval for the above action taken by Academic Council. Hence the Academic Council would include them as members accordingly.
GB10.14	**Consideration of the Audited Statement of Accounts of the year 2022-2023 for approval.**
Decision	Governing Body was apprised that the Annual Accounts of the College for the Financial year 2022-2023 was audited by the Chartered Accountant designated by the parent body Malankara Catholic Educational Society of the Archdiocese of Trivandrum and the Return was filed with the Government in September 2023 as required. The Governing Body took note of the Audit Certificate and the Audited Statement of Accounts and resolved to grant its approval.
GB10.15	**Consideration of the Revised Budget for the Financial year 2023-2024 and the Budget Estimates for the Financial year 2024-2025 for approval.**
Decision	Governing Body was apprised that the Annual Budget for the Financial year 2023-2024 was approved by the Governing Body in its Eighth meeting and the revised estimates of the income and expenditure for the current year 2023-2024 was prepared by the Finance Committee in its Fifth Meeting based on the current fiscal year's actual rates of income and expenditure. Governing Body resolved to approve the revised Budget for 2023-2024. The revised income would be Rs.19.674 crores in place of the original estimate of Rs.20.112 crores because of the lesser income from the fees.
	Principal presented the Annual Budget estimates for the Financial year 2024-2025 based on the recommendations of the Finance Committee made in the Fifth meeting. The expected income for 2024-2025 would be Rs.21.175 crores and the projected expenditure would be at a par along with a provision for a deposit of Rs.1.00 crore against the refund liability. Governing Body vetted the Budget presented and resolved to approve the Budget Estimates for 2023-2024.
GB10.16	**Considering the extension of the term of office for Controller of Examinations and the IQAC Coordinator**
Decision	Governing Body was apprised that Dr. Pradeep M. was appointed first Controller of Examinations and Dr M.J. Jayashree was appointed first Coordinator of the Internal Quality Assurance Cell(IQAC), pursuant to the approval by the Governing Body in its first meeting held in October 2020.
	Principal proposed that since the College had become autonomous in 2020 and the first batch of the B.Tech students was about to graduate during June to August 2024, the above two incumbents could be allowed to continue in their office till October 2024 for the smooth functioning of the respective Units.
	Governing Body resolved to approve the proposal and granted permission for the continuation of the two incumbents in the respective Office till October 2024.
GB10.17	**Consideration of the revised Staff pattern and sanctioning the Staff positions as the AICTE/UGC norms corresponding to the sanctioned Student Strength of 2023-2024.**
Decision	Governing Body was apprised that the sanctioned total student strength in 2023-2024 was 2754 including the UG and PG but not including any of the supernumerary seats like that comes under the Tuition Fee waiver scheme. Principal presented that the ideal Faculty-Student ratio for autonomous

	Colleges would be 1:15 and the lowest limit was 1:20. Accordingly it would be good in the interest of the College to maintain the sanctioned Faculty positions as 1:15 and the Faculty posts could be calculated based on this ratio . The total Faculty strength @ 1:15 Faculty-Student ratio would be 184. This strength if divided among the cadres of Professor, Associate Professor and Assistant Professor in the ratio 1:2:6, the distribution of the different cadres for satisfying the minimum cadre strength could be set as follows: Professor: 20 Nos Associate Professor: 40 Nos Assistant Professor: 124 Nos Qualifications would be as per the norms of the College and also in line with that of the UGC and AICTE. It was apprised that these positions would be distributed among the Departments by considering the inter-se workload and the student strength. Principal mentioned that the career advancement scheme as per the relevant rules would be continued for facilitating the career progression of the existing Faculty as and when they become senior in the service. If any vacancy arises it would be filled through direct selection at any level depending on the Faculty requirement. It would also be necessary to adopt the new AICTE Guidelines for Faculty selection and promotion and salary. Governing Body recommended the above Staff pattern and suggested that College might fix a Faculty-Staff ratio between 1:0.7 to 1:1 Additional positons required could be specified as: Placement Officer-1 Physical Education Faculty- 2 Librarian-1 Bursar-1 Assistant Bursar-1 Security and House Keeping works to be outsourced as required. Governing Body directed to work out detailed action plan in respect of the human resource and seek approval from the authority concerned.
GB10.18	**Consideration of the Financial targets under the Perspective Plan for 2022-2027 and directions for future action**
Decision	Governing Body was apprised the following: (1) College was established in 2002 and had reached a greater level of maturity and excellence during the period 2002 to 2020 to secure accreditation by NAAC in 2016 and the accreditation for all the five programmes in 2016, 2019 and in 2022 in a sequel. The Autonomous status conferred by the UGC in 2020 had given further impetus to the growth of the College. (2) The NAAC accreditation is valid till 31 December 2025. But, every year, College has to exhibit substantial progress and systematic documentation and mandatorily submit the Annual Quality Assurance Report as well. (3) Growth is expected in terms of the built up space, equipment, computers, service conditions, welfare measures, incentives for promoting research and development, funding for promoting innovations by Faculty and Students, support for startup promotion, international linkages, and so on. (4) One Industry supported Laboratory is required in each Department from the value addition point of view and to bridge the gap between the academia and industry.

	(5) College has to celebrate the Silver Jubilee in 2026-2027. (6) The term of Autonomous status will be up to 2030. Further extension would need an assessment by the Governmental agencies concerned and the accreditation from the agencies concerned. (7) Action plan for the institutional development to secure the accreditation and the extension of the Autonomous status as envisaged above would call for a roadmap and the financial plans for modernizing and strengthening the infrastructure, quality improvement in academics, research and the enhancement of industrial collaborations. Governing Body suggested to study the requirements in detail and submit a detailed action plan with timelines and cost estimates in respect of the developmental matters for consideration of the Management. Governing Body also suggested to prepare a detailed proposal for constructing a Silver Jubilee Memorial Block for the College so as to have Block ready by the year 2026-2027. Principal was asked to follow up the matter.
GB10.19	**University's Orders on nomination to the Academic Council and the BoS as per the new UGC Regulations 2023**
Decision	Governing Body resolved to take the following Orders of the APJ Abdul Kalam Technological University regarding the nominations respectively to the Academic Council and the BoS for a new term of three years as per the new UGC Regulations 2023 on record. 1. Letter No.KTU/SO(ADMIN)/2904/2019 dated 05.12.2023 2. Letter No. KTU/ASST1(ACADEMIC)/539/2024 dated 02.02.2024

The meeting was adjourned by 11:50am with thanks to the Chair

Principal & Member Secretary

Place: Mar Ivanios Vidyanagar
Date:11.03.2024

Minutes Approved

Patron & Chairman

Minutes Confirmed in the eleventh meeting