

MAR BASELIOS COLLEGE OF ENGINEERING AND TECHNOLOGY(MBCET)

(Autonomous College affiliated to APJ Abdul Kalam Technological University)

THIRUVANANTHAPURAM-695015

MINUTES OF THE TWELFTH MEETING OF THE GOVERNING BODY(AUTONOMOUS)
HELD IN THE BOARDROOM ON FRIDAY 21.02.2025 AT 10:00AM

Members present:

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| 1. | H.E. Most Rev. Dr. Mathews Mar Polycarpus, Auxiliary Bishop of the Major Archdiocese of Trivandrum. (deputed by His Beatitude Moran Mor Baselios Cardinal Cleemis Catholicos, President, Malankara Catholic Education Society of the Archdiocese of Trivandrum, Patron and Manager, MBCET, to chair the meeting on behalf of His Beatitude) | Chairman |
| 2. | Sri. Ajayan C., AS(HE), Nominee of Government of Kerala | Member |
| 3. | Dr. Sumesh Divakaran, Professor, Dept of CSE, College of Engineering Trivandrum, KTU Nominee | Member |
| 4. | Rev. Fr. Thomas Kayyalackal, Vicar General, Major Archdiocese of Trivandrum. | Member |
| 5. | Rev. Fr. John Varghese P., Director, MBCET | Member |
| 6. | Rev. Fr. Thomas Mukalumpurath, Finance Officer, MBCET | Member |
| 7. | Dr. Tony Thomas, Global Chief Digital and Information Officer, Signify, (based out of Amsterdam). | Member |
| 8. | Dr. M.J. Jayashree, Professor, ECE, MBCET. | Member |
| 9. | Dr. Paul Thomas, Dean(PGS&R), MBCET | Member |
| 10. | Dr. S. Viswanatha Rao, Principal, MBCET. | Member Secretary |

Minutes

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| Subject GB12.01 | (i) Invocation |
| | (ii) Welcome Note by Chair |
| | (iii) Passing the Minutes of the Eleventh Meeting held on 18 July 2024 |
| Decision | <p>H.E. Most Rev. Dr. Mathews Mar Polycarpus, Auxiliary Bishop of the Major Archdiocese of Trivandrum chaired the Twelfth meeting.</p> <p>His Excellency called the meeting to order by 10:00AM. The proceedings began as per the following:</p> <p>(i) Meeting started with a silent prayer led by Chairman.</p> <p>(ii) Chairman welcomed the members through a brief note.</p> <p>(iii) Minutes of the Eleventh Meeting held on 18 July 2024 was read and confirmed.</p> |

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| GB12.02 | Consideration of the Report on the Actions Taken/Actions pending on the pertinent decisions in the Minutes of the Eleventh Meeting held on 18 July 2024. |
| Decision | <p>Governing Body was apprised that actions were initiated on all the pertinent decisions recorded in the Minutes of the Eleventh Meeting held on 18 July 2024.</p> <p>Governing Body reviewed the Action Taken Report and approved it.</p> |
| GB12.03 | Considering the Budget -Revised Estimate 2024-2025 and Estimate for 2025-2026 |
| Decision | <p>Governing Body was apprised that the Annual Budget for the Financial year 2024-2025 was approved by the Governing Body in its Tenth meeting and the revised estimates of the income and expenditure for the current year 2024-2025 was prepared by the Finance Committee in its Ninth Meeting based on the current fiscal year's actual rates of income and expenditure. Governing Body resolved to approve the revised Budget for 2024-2025. The revised income would be Rs. 22.194 crores in place of the original estimate of Rs. 21.175 crores because of the higher income from the fees.</p> <p>Principal presented the Annual Budget estimates for the Financial year 2025-2026 based on the recommendations of the Finance Committee made in the Ninth meeting. The expected income for 2025-2026 would be Rs.25.962 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 2025-2026.</p> |
| GB12.04 | Ratifying the Action on the publication of B.Tech S3, S5, S7 Provisional Results |
| Decision | <p>The Governing Body was apprised that the classes of Third, Fifth and Seventh Semesters of B.Tech Degree Programme started on 17th July 2024 and ended on 08th November 2024 after completing the required instructional days. The Continuous Assessment was conducted duly as per the curriculum. The End Semester Examinations for the theory courses were conducted from 14th November to 9th December 2024.</p> <p>Chairman instructed the Controller of Examinations to present the results of the Examinations. The Controller presented the results of the following examinations in detail using powerpoint presentation.</p> <ul style="list-style-type: none"> (i) Third Semester B.Tech Degree (Regular) Examination, November 2024 (ii) Fifth Semester B.Tech Degree (Regular) Examination, November 2024 (iii) Seventh Semester B.Tech Degree (Regular) Examination, November 2024 <p>The provisional results were published after acquiring approval from the esteemed members of the Governing Body through email.</p> <p>The Governing Body resolved to ratify the action taken on the publication of results of the above-listed regular examinations.</p> |

| GB12.05 | Ratification of Results of B.Tech students (2020 admission) after considering low pass grade | | | | | | | | | | | | | | | | | | | | | |
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| Decision | <p>After acquiring permission from the members of the governing body, during the last meeting, application was invited from the first batch of B.Tech students under autonomy admitted in 2020 for awarding low pass (LP) grades. The list of students eligible for low pass grades approved by the academic council was circulated among the members of the Governing Body for approval. Subsequently, the results of B.Tech students (2020 admission) after considering low pass grade was published.</p> <p>The Governing Body resolved to ratify the action taken on publishing the results of the students after considering Low Pass Grades.</p> | | | | | | | | | | | | | | | | | | | | | |
| GB12.06 | Ratification of Results and List of students (2020 admission) eligible for a B.Tech Degree, consequent to clearing backlogs in subsequent supplementary examinations and award of LP grades. | | | | | | | | | | | | | | | | | | | | | |
| Decision | <p>After considering the results of subsequent supplementary examinations conducted after the Governing Body meeting on 05.07.2024 and the award of LP grades, some more students have become eligible for the award of B.Tech Degree. The detailed list of students eligible for award of B.Tech Degree was circulated among members of the Governing Body for approval.</p> <p>The Chairman instructed the Controller of Examinations to present the results of supplementary examinations conducted for students admitted in 2020 to B.Tech Programme. The controller presented results using a powerpoint presentation. After detailed discussion and review, the Governing Body ratified the action of publishing the final results of the following listed B.Tech degree supplementary examinations conducted in July 2024 for the B.Tech students admitted in 2020.</p> <p>(i) First Semester B.Tech Degree (Supplementary) Examination, July 2024 (ii) Third Semester B.Tech Degree (Supplementary) Examination, July 2024 (iii) Fifth Semester B.Tech Degree (Supplementary) Examination, July 2024 (iv) Eighth Semester B.Tech Degree (Supplementary) Examination, July 2024</p> <p>The Chairman instructed the Controller of Examinations to present the additional list of students eligible for the award of B.Tech Degree. Members of the Governing Body were apprised that after considering the results of supplementary examinations and LP grades, 29 more students (6 students after award of low pass grades and 23 students after considering results of supplementary examinations) belonging to the B.Tech Programme admitted in 2020 satisfied all requirements to be eligible for the award of the Degree of Bachelor of Technology (B.Tech) of the affiliating APJ Abdul Kalam Technological University, in the respective disciplines. The Principal presented the recommendations of the Academic Council in this regard.</p> <p>The number of additional students eligible for the award of B.Tech Degree in each branch after award of LP grades for examinations conducted till May 2024 is given below</p> <table><tr><th>Sl No</th><th>Programme</th><th>No of Students</th></tr><tr><td>1</td><td>B.Tech in Civil Engineering</td><td>1</td></tr><tr><td>2</td><td>B.Tech in Computer Science and Engineering</td><td>2</td></tr><tr><td>3</td><td>B.Tech in Electronics and Communication Engineering</td><td>1</td></tr><tr><td>4</td><td>B.Tech in Electrical and Electronics Engineering</td><td>1</td></tr><tr><td>5</td><td>B.Tech in Mechanical Engineering</td><td>1</td></tr><tr><td colspan="2">Overall</td><td>6</td></tr></table> | Sl No | Programme | No of Students | 1 | B.Tech in Civil Engineering | 1 | 2 | B.Tech in Computer Science and Engineering | 2 | 3 | B.Tech in Electronics and Communication Engineering | 1 | 4 | B.Tech in Electrical and Electronics Engineering | 1 | 5 | B.Tech in Mechanical Engineering | 1 | Overall | | 6 |
| Sl No | Programme | No of Students | | | | | | | | | | | | | | | | | | | | |
| 1 | B.Tech in Civil Engineering | 1 | | | | | | | | | | | | | | | | | | | | |
| 2 | B.Tech in Computer Science and Engineering | 2 | | | | | | | | | | | | | | | | | | | | |
| 3 | B.Tech in Electronics and Communication Engineering | 1 | | | | | | | | | | | | | | | | | | | | |
| 4 | B.Tech in Electrical and Electronics Engineering | 1 | | | | | | | | | | | | | | | | | | | | |
| 5 | B.Tech in Mechanical Engineering | 1 | | | | | | | | | | | | | | | | | | | | |
| Overall | | 6 | | | | | | | | | | | | | | | | | | | | |

| | <p>Governing Body resolved to recommend these 6 students to the APJAKTU for the award of the Degree entitled as Bachelor of Technology (B.Tech) in the respective branches. The Approved additional list of graduands is presented as Annexure I to this minutes</p> <p>The number of additional students eligible for the award of B.Tech Degree in each branch after considering the results of supplementary examinations conducted during July 2024 is given below</p> <table><tr><th>Sl No</th><th>Programme</th><th>No of Students</th></tr><tr><td>1</td><td>B.Tech in Civil Engineering</td><td>7</td></tr><tr><td>2</td><td>B.Tech in Computer Science and Engineering</td><td>7</td></tr><tr><td>3</td><td>B.Tech in Electronics and Communication Engineering</td><td>3</td></tr><tr><td>4</td><td>B.Tech in Electrical and Electronics Engineering</td><td>5</td></tr><tr><td>5</td><td>B.Tech in Mechanical Engineering</td><td>1</td></tr><tr><td colspan="2">Overall</td><td>23</td></tr></table> <p>Governing Body resolved to recommend these 23 students to the APJAKTU for the award of the Degree entitled as Bachelor of Technology (B.Tech) in the respective branches. The Approved additional list of graduands is presented as Annexure II to this minutes</p> | Sl No | Programme | No of Students | 1 | B.Tech in Civil Engineering | 7 | 2 | B.Tech in Computer Science and Engineering | 7 | 3 | B.Tech in Electronics and Communication Engineering | 3 | 4 | B.Tech in Electrical and Electronics Engineering | 5 | 5 | B.Tech in Mechanical Engineering | 1 | Overall | | 23 |
|-----------------|---|----------------|-----------|----------------|---|-----------------------------|---|---|--|---|---|---|---|---|--|---|---|----------------------------------|---|---------|--|----|
| Sl No | Programme | No of Students | | | | | | | | | | | | | | | | | | | | |
| 1 | B.Tech in Civil Engineering | 7 | | | | | | | | | | | | | | | | | | | | |
| 2 | B.Tech in Computer Science and Engineering | 7 | | | | | | | | | | | | | | | | | | | | |
| 3 | B.Tech in Electronics and Communication Engineering | 3 | | | | | | | | | | | | | | | | | | | | |
| 4 | B.Tech in Electrical and Electronics Engineering | 5 | | | | | | | | | | | | | | | | | | | | |
| 5 | B.Tech in Mechanical Engineering | 1 | | | | | | | | | | | | | | | | | | | | |
| Overall | | 23 | | | | | | | | | | | | | | | | | | | | |
| GB12.07 | Consideration of the results of B.Tech Supplementary Examinations | | | | | | | | | | | | | | | | | | | | | |
| Decision | <p>The Governing Body was apprised that the supplementary examinations were duly conducted as per the regulations and that additional chances were given for the slow learners to clear the backlogs.</p> <p>The Chairman instructed the Controller of Examinations to present the details of the results of the B.Tech Supplementary Examinations, which were conducted after the last Governing Body meeting. The Controller of Examinations presented the results of the examinations listed below using the powerpoint presentation.</p> <ul style="list-style-type: none">(i) First Semester B.Tech Degree (Supplementary) Examination, July 2024 - [2020,'21,'22,'23 admission](ii) First Semester B.Tech Degree (Supplementary) Examination, Jan 2025 - [2020,'21,'22,'23 admission](iii) Second Semester B.Tech Degree (Supplementary) Examination, December 2024 - [2020,'21,'22,'23 admission](iv) Third Semester B.Tech Degree (Supplementary) Examination, July 2024 - [2020,'21,'22 admission](v) Third Semester B.Tech Degree (Supplementary) Examination, November 2024 - [2020,'21,'22 admission](vi) Fourth Semester B.Tech Degree (Supplementary) Examination, December 2024 - [2020,'21,'22 admission](vii) Fifth Semester B.Tech Degree (Supplementary) Examination, July 2024 - [2020,'21 admission](viii) Fifth Semester B.Tech Degree (Supplementary) Examination, November 2024 - [2020,'21 admission](ix) Sixth Semester B.Tech Degree (Supplementary) Examination, December 2024 - [2020,'21 admission](x) Seventh Semester B.Tech Degree (Supplementary) Examination, November 2024 - [2020 admission](xi) Eighth Semester B.Tech Degree (Supplementary) Examination, July 2024 - [2020 admission] | | | | | | | | | | | | | | | | | | | | | |

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| | <p>(xii) Eighth Semester B.Tech Degree (Supplementary) Examination, December 2024 - [2020 admission]</p> <p>The Governing Body resolved to ratify the action taken on the publication of the results of Supplementary examinations conducted during July/Nov/Dec 2024 and Jan 2025.</p> |
| GB12.08 | Consideration of Results of Ms. Aswathy S. (M.Tech-Structural Engineering) |
| Decision | <p>Governing Body was apprised of the case of a candidate named Ms. Aswathy S, who had initially enrolled to the M.Tech programme at Mar Baselios College of Engineering and Technology under APJ Abdul Kalam Technological University in 2017. Due to personal reasons, the student took a break from her studies and re-enrolled to the M.Tech programme at Mar Baselios College of Engineering and Technology (Autonomous) affiliated to APJ Abdul Kalam Technological University in 2022. After resuming her studies, the student successfully completed all the requirements for the award of an M.Tech Degree in 2024.</p> <p>The Chairman instructed the Controller of Examinations to present the results of the candidate. The Controller presented the details of the candidate and the results. The details of the candidate are given below.</p> <p>Name of Candidate: Aswathy S University Register Number: MBT17CESE05 College Register Number: M21CE014 Programme: Master of Technology (M Tech) Specialization: Structural Engineering (Civil Engineering) Year of enrolment to KTU: 2017 Year of Completion: 2024 (Mar Baselios College under autonomy scheme)</p> <p>After detailed discussion, the Governing Body has suggested to obtain a legal opinion regarding this matter.</p> <p>A policy related to the issue of Grade Cards and Calculation of SGPA/CGPA for students admitted to various programmes at MBCET from other Colleges/Universities via transfer was also presented after due approval and recommendation of the Academic Council. The Governing Body resolved to approve the proposal after adding the following clause in R3A.7 for M.Tech and RU-2A.7 for B.Tech Programmes.</p> <p>Clause to be added: Students receiving stipends shall submit an NOC from the Institute/Organization from which the stipend is being issued.</p> |
| | Reporting Items |
| GB12.09 | Closure of M.Tech Programme Telecommunication Engineering |
| Decision | <p>The College has applied to AICTE for closure of M.Tech Programme 'Telecommunication Engineering' as there is no intake over the last three years. The application for Extension of Approval (EoA) for 2025-26 along with the Resolution of the Society and NoC from the University has been submitted to AICTE and approval is awaited. Governing Body took the reporting on record and also gave the approval for the actions to be taken subsequent to obtaining the EoA from AICTE.</p> |

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| GB12.10 | Preparation of Self-Assessment Report (SAR) for NBA and submission in February |
| Decision | The current period of NBA accreditation to five BTech Programmes of the College is valid until 30 June, 2025. Preparation of Self-Assessment Report(SAR) for submission for accreditation under tier-1 is in progress. The online submission of SAR is due on 19 Feb 2025. Governing Body took the reporting on record and also gave the approval for the follow up actions to be taken in preparation of the NBA visit. |
| GB12.11 | Incorporating Self Study Hours into B.Tech Curriculum as per NEP 2020 |
| Decision | As per the new National Credit Framework, 30 hours of learning is considered equivalent to 1 credit. In order to fit into this credit definition, the Self Study hours need to be included along with the current Lecture/Tutorial/Practical (LTP) format. NBA, the National Board of Accreditation also has included this component in its revised assessment format effective from January 2025. MBCET has incorporated the Self Study Hours in the BTech 2023 Curriculum and the Academic Council has approved it. The Governing Body took the reporting on record and suggested to facilitate self learning making use of the lab facilities of the College. |
| GB12.10 | Any Other Matter |
| Decision | <p>The Principal requested permission from the Governing Body to present the results of the following examinations.</p> <ul style="list-style-type: none"> (i) First Semester B.Tech Degree (Regular) Examination, January 2025 - [2024 admission] (ii) First Semester M.Tech Degree (Regular) Examination, January 2025 - [2024 admission] (iii) First Semester M.Tech Degree (Supplementary) Examination, January 2025 - [2023 admission] (iv) Second Semester M.Tech Degree (Supplementary) Examination, December 2024 - [2023 admission] (v) Ph.D Course Work Examination, January 2025 <p>The chairman approved the request and instructed the Controller to present the results. The Controller presented the results using a powerpoint presentation. After detailed discussion, the Governing Body approved the results of the above-listed examinations.</p> <p>Permission was also requested to circulate the following through email for approval</p> <ul style="list-style-type: none"> 1. Results of Third Semester M.Tech Degree (Regular) Examination, December 2024 [2023 admission] 2. Additional list of B.Tech graduands (2020 admission) after publishing final results of supplementary exams Nov/Dec 2024/Jan 2025 <p>Permission was granted by the Governing Body to circulate the above-mentioned items, through email for approval.</p> |

The meeting was adjourned by 12:30 pm with thanks to the Chair

Place: Mar Ivanios Vidyanagar
Date: 21.02.25

Principal & Member Secretary

Minutes Approved

Patron & Chairman



Minutes confirmed in the thirteenth meeting