

**GOVERNING BODY
OF
KAMARAJ COLLEGE OF ENGINEERING AND TECHNOLOGY
(AUTONOMOUS)**

S.P.G.Chidambara Nadar – C.Nagammal Campus,
S.P.G.C.Nagar, K.Vellakulam - 625 701
(Near Virudhunagar) Madurai District.

Phone : 04549 - 278791, 278171 Fax : 04549-278172 E-mail : mail@kamajengg.edu.in

Dr. ANANT ACHARY
EX-OFFICIO

Date: 09.02.2021

PROCEEDINGS OF THE 2ND MEETING OF THE GOVERNING BODY
KAMARAJ COLLEGE OF ENGINEERING AND TECHNOLOGY,
HELD AT 3.00 P.M. ON 09.02.2021

MEMBERS PRESENT:

Thiruvallargal

1. Er. S.P.G.C.Srimurugan, B.E., M.Sc.(Engg.), Manchester
Secretary, Kamaraj College of Engineering and Technology
Managing Board, Virudhunagar.
Chairman of the Governing Body
2. Er. S.Raja, B.E., M.I.E., FIV.,
President, Kamaraj College of Engineering and Technology
Managing Board, Virudhunagar.
Member – Management
3. Mr. V.P.P.V.Periasamy, B.Com.,
Treasurer, Kamaraj College of Engineering and Technology
Managing Board, Virudhunagar.
Member – Management
4. Dr. M.Vasanthi, M.Sc., Ph.D.,
Professor & Dean (Academic Courses),
Kamaraj College of Engineering and Technology,
Virudhunagar.
Member – Teacher of the College
5. Dr. R.Suresh Babu, M.E., Ph.D.,
Professor & Head, Department of ECE,
Kamaraj College of Engineering and Technology,
Virudhunagar.
Member – Teacher of the College
6. Prof. T. Ramamurthy, Ph.D.,
Former Professor of Civil Engineering
IIT, New Delhi.
UGC Nominee

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7. Mr. A. Kubera Raja, M.Sc., M.Phil.,
Assistant Professor, Department of Physics,
Government of College of Engineering,
Bodinayakanur
State Government Nominee
8. Dr. T. Ramesh Babu, M.E., Ph.D.,
Professor, Department of Industrial Engineering,
CEG Campus, Anna University, Chennai.
University Nominee
9. Dr. Anant Achary, M.Tech., Ph.D.,
Principal,
Kamaraj College of Engineering and Technology, Virudhunagar.
Member Secretary Ex Officio
10. Dr. V. Ramachandran, M.E., Ph.D.,
Advisor
Kamaraj College of Engineering and Technology,
Virudhunagar.
Special Invitee
11. Mr. R. Mahesh Kumar, B.A.,
Former Secretary,
Kamaraj College of Engineering and Technology,
Virudhunagar.
Special Invitee
12. Dr. S. Baskaran, Ph.D.,
Associate Professor & Associate Dean (Examinations),
Kamaraj College of Engineering and Technology,
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The meeting started on online mode at 3.00 pm using google meet platform
The meeting link was

After all the members joined the meeting, the meeting started with the welcome address by Er. S.P.G.C Sri Murugan, Secretary, Kamaraj College of Engineering and Technology Managing Board and Chairman of the governing body. In his welcome address, after extending a warm welcome to the members, he expressed his sincere thanks to the members for their time, efforts and support extended and valuable suggestions rendered for the growth and development of the organization.

He then requested the Member Secretary, Prof. Anant Achary to proceed with the deliberation of the meeting.

Prof. Anant Achary presented each and every point elaborated in the agenda using a power point presentation.

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002.01.00	KCET – ACT, STATUES, RULES AND REGULATIONS RELATED INFORMATION	Read and Ratified
002.01.01	CONFIRMATION OF THE MINUTES OF THE FIRST MEETING OF THE GOVERNING BODY	Minutes - Read and Ratified
002.01.02	ACTION TAKEN REPORT	Action Taken Report on Previous meeting minutes - Read and Ratified
002.01.03	TO INFORM THE FORMATION AND STRUCTURE OF STATUTORY COUNCILS: ACADEMIC COUNCIL, BOS OF EACH DEPARTMENT AND FINANCE COMMITTEE	DETAILS INFORMED

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002.01.04	TO APPROVE THE FIRST ACADEMIC COUNCIL MEETING MINUTES	<p>Prof. V.Ramachandran Special Invitee opined that the credit range fixed for courses were less and could be increased. The relative hybrid grading system proposed in R 2020 KCET for both UG and PG programs was discussed in length. Anna University Nominee Dr. T. Ramesh Babu explained the system and expressed why he had recommended this model during the first governing body meeting.</p> <p>However, Dr. V. Ramachandran was of the opinion that it was too early for the institution to introduce this kind of grading system. Mr. A. Kubera Raja, DOTE nominee opined that it would be better to follow absolute grading in the beginning, and then move on to Relative hybrid grading and then to relative grading. It was suggested to be discussed in the Academic Council</p>
002.01.05	TO APPROVE THE SECOND ACADEMIC COUNCIL MEETING MINUTES	<p>The syllabus presented for I year Computer Science Engineering was discussed in detail. The second semester programme specific paper, Object oriented programming using Python was deliberated and opined that it could be revised. Prof. V. Ramachandran also insisted on introducing of "Coding Techniques" course as common course for all the under graduate programme</p>
002.01.06	TO APPROVE THE FIRST BOS MEETING MINUTES	Read and approved

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002.01.07	TO CONSIDER AND APPROVE THE FORMATION OF EXECUTIVE COUNCIL FOR THE EXAMINATION CELL AND THE FIRST EXECUTIVE COUNCIL MINUTES	Read and approved
002.01.08	TO APPROVE THE FIRST FINANCE COMMITTEE MEETING MINUTES	Read and approved
002.01.09	TO INFORM THE NBA ACCREDITATION STATUS	Read
002.01.10	TO INFORM THE NAAC ACCREDITATION STATUS	Read
002.01.11	TO INFORM THE NIRF STATUS	Read
002.01.12	TO INFORM ABOUT THE AICTE AND AU AFFILIATION SCHEDULE	Read

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002.01.13	<p style="text-align: center;">TO APPROVE THE REVISION IN INTAKE OF SEATS OF VARIOUS PROGRAMMES/ CHANGE OF NAMES OF PROGRAMMES/START OF NEW PG PROGRAMME/ CLOSURE OF PROGRAMMES</p>	<p>Prof. Anant Achary presented the admission status of the UG programmes and PG programmes over the past 5 years . He presented a detailed note on the courses that could be closed, the reductions to be made in the various courses and about the starting of two new PG programmes</p> <p>Closure of Programmes : Dr. Ramesh Babu opined that the courses should not be closed based on the admission status but should be done after evaluating the future growth prospects of that particular domain. After deliberations, it was accepted that UG Programmes: Electronics and Instrumentation Engineering and Polymer Technology could be closed</p> <p>Reduction in Intake : It was decided and agreed to reduce the intake in the following programmes and the intake of seats to be applied during affiliation process to both AICTE and AU were finalized</p> <ol style="list-style-type: none">1. Mechanical Engineering : 602. Electronics and Communication Engineering : 603. Electrical and Electronics Engineering: 304. Civil Engineering : 305. Mechatronics Engineering : 30 <p>It was also deliberated about the renaming of the existing PG programmes and starting of new PG programmes. It was opined by all the members that new PG programmes should be started in emerging areas. Starting of two new PG programmes 1. M.E in Robotics and Automation under the department of Mechanical Engineering (UG program is accredited) and 2. M.E in Computer Science Engineering : (Artificial Intelligence and Machine Learning) was recommended.</p>
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002.02.00	INFRASTRUCTURE AND FACILITIES	
002.02.01	TO INFORM ABOUT THE COMPLETION OF EXAM CELL ESTABLISHMENT	Read
002.02.02	TO INFORM ABOUT THE PARTITION OF THE CSE LAB FACILITIES TO ACCOMMODATE IOT LAB	Read
002.03.00	AFFILIATING UNIVERSITY / DoTE / UGC / AICTE – LETTERS AND NOTIFICATIONS	
002.03.01	AU REGISTRAR LETTER : CONDUCT OF EXAMS	Read
002.03.02	AU COE LETTER : GUIDELINES FOR ONLINE THEORY AND LABORATORY EXAM	Read
002.03.03	NOMINATION OF AU NOMINEE IN RESULT PASSING BOARD	Read
002.03.04	AU GUIDELINES FOR AWARD OF MARKS FOR END SEMESTER EXAMS	Read
002.03.05	AU LETTER : OPENING OF COLLEGE FOR FINAL YEAR UG & PG STUDENTS	Read
002.03.06	TN GOVERNMENT & AU LETTER REGARDING FACULTY MEMBERS WORK SCHEDULE	Read
002.04.00	ACADEMIC ACTIVITIES	

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002.04.01	TO CONSIDER AND APPROVE THE REGULATIONS FOR UG AND PG PROGRAMME	In the regulations it was insisted that the Passing Requirement should be maintained as per the Anna University Guidelines from time to time
002.04.02	TO CONSIDER AND APPROVE THE SYLLABUS FOR FIRST YEAR PROGRAMME	Read
002.04.03	TO CONSIDER AND APPROVE THE PROPOSED CURRICULAR FRAMEWORK FOR ALL UG PROGRAMMES	Read
002.04.04	TO CONSIDER AND APPROVE THE SYLLABUS FOR ALL PG PROGRAMMES	Read
002.04.05	TO INFORM THE PLATFORMS USED FOR CONDUCT OF ONLINE CLASSES	Read
002.04.06	TO INFORM THE PLATFORMS USED FOR THE CONDUCT OF EXAMINATION THROUGH PROCTORED ONLINE MODE	Read
002.04.07	TO INFORM THE SEMESTER RESULTS OF ALL UG AND PG PROGRAMMES OF APR/MAY 2020	Read
002.04.08	TO INFORM ABOUT SETTING UP OF CENTRE FOR EXCELLENCE IN ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING	Read
002.04.09	TO INFORM ABOUT THE INSTITUTIONAL MEMBERSHIP OF SPOKEN TUTORIAL, IIT BOMBAY	Read
002.05.00	ADMINISTRATIVE ACTIVITIES	

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002.05.01	TO CONSIDER AND APPROVE THE PROPOSAL FOR APPOINTMENT OF TEACHING FACULTY / ADMINISTRATIVE AND NON-TEACHING STAFF TO MEET THE NEW DEMAND FOR STUDENT FACULTY RATIO 1:15 AS PER AICTE NORMS	Dr. V. Ramachandran suggested conduct of Performance Based Appraisal Meeting for staff every year during a specified period and to take efforts to attract the best of talents for various cadres
002.05.02	ANNA UNIVERSITY NORMS FOR FACULTY RECRUITMENT IN AFFILIATED COLLEGES	Read
002.05.03	TO CONSIDER AND APPROVE THE PROPOSED CONSTITUTION OF STAFF SELECTION COMMITTEES FOR VARIOUS POSTS UNDER VARIOUS DEPARTMENTS	Prof. Anant Achary informed the members that out of the list of subject experts proposed for each program, any two members would be invited as representatives in the staff selection panel. The proposed list of subject experts for each branch was approved
002.05.04	TO CONSIDER AND APPROVE THE MINUTES OF THE MEETINGS OF THE IQAC HELD DURING THE ACADEMIC YEAR 2019 – 2020	Read
002.05.05	TO CONSIDER AND APPROVE THE PROPOSAL TO ISSUE DEGREE CERTIFICATES FOR 2015 -2019 BATCH WITHOUT ORGANIZING GRADUATION DAY	It was approved by the members as it was not possible to conduct convocation due to corona pandemic situation.

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002.05.06	CHANGE OF HODS, APPOINTMENT OF ASSOCIATE DEAN	Dr. V. Ramachandran sought clarification regarding the tenure of the HoDs as mentioned in the HR manual. He wanted to know if in the appointment letter for Head incharges if it was mentioned for a period of three years or until further orders. It was brought to the notice of the members though the HR manual states that the tenure is for 3 years, in the appointment orders it is mentioned as until further orders and generally the head incharges are allowed to continue in their roles if their performance is found to be good as is evident from the growth and development of the department concerned.
002.06.00	ADMISSIONS	
002.06.01	TO INFORM THE ADMISSION STATUS FOR THE ACADEMIC YEAR 2020 – 2021	Read
002.07.00	FINANCE	

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002.07.01	TO CONSIDER AND APPROVE THE INTERNAL AUDIT REPORT AND AUDITED FINANCIAL STATEMENT FOR THE FINANCIAL YEAR 2019-2020	Read
002.07.02	TO INFORM ABOUT THE ALLOTTED BUDGET FOR 2020-2021 AND FUND REQUIREMENT TOWARDS PAYMENT FOR THE COMPLETED / ON-GOING WORKS	Read
002.07.03	TO PRESENT THE PROPOSED BUDGET FOR 2021-2022	Read
002.07.04	TO CONSIDER AND APPROVE THE REVISED FEE STRUCTURE FOR ALL UG AND PG DEGREE PROGRAMMES AND FOR VALUE ADDED AND SKILL DEVELOPMENT COURSES	Read and approved
002.08.00	RESEARCH	
002.08.01	TO INFORM THE GOVERNING BODY ABOUT THE FACULTY THOSE WHO HAVE COMPLETED THEIR Ph.D. WORK DURING THE LAST TWO ACADEMIC YEARS <ul style="list-style-type: none"> • SCIENCE AND HUMANITIES • ENGINEERING AND TECHNOLOGY 	Read

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002.08.02	TO INFORM THE GOVERNING BODY ABOUT THE PATENT FILED / PATENT GRANTED	
002.08.03	TO INFORM THE GOVERNING BODY ABOUT THE RESEARCH GRANT RECEIVED DURING 2019-2020	Read
002.08.04	RESEARCH PROPOSALS SUBMITTED TO VARIOUS FUNDING AGENCIES 2019-2020 AND TILL DATE	Read
002.09.00	STUDENT AFFAIRS	
002.09.01	PLACEMENT	Read
002.09.02	PLACEMENT TRAINING	

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002.09.03	MERIT SCHOLARSHIP FOR STUDENTS	It was discussed that Merit scholarships should be offered only from the second year for the students who are from economically weaker sections and are benefitted by the first graduate scholarship scheme of the government. It was opined by the members that issuing merit scholarships during the first year of admission will eventually bring down the reputation of the institution and it would appear only as fee waiver schemes.
002.09.04	GROUP INSURANCE SCHEME FOR STUDENTS	Read
002.09.05	STUDENT ACHIEVEMENT	All the members expressed their appreciation to all the students who had achieved meritorious performance awards under various categories.
002.10.00	EXAMINATIONS	
002.10.01	TO CONSIDER AND APPROVE a. THE CONDUCT OF END SEMESTER EXAMINATION DEC. 2020 / JAN 2021 b. THE EXAMINATION MANUAL	Read
002.10.02	TO CONSIDER AND APPROVE THE IMPORTANT POLICIES OF THE EXAMINATION CELL	Read
002.11.00	INDUSTRY – INSTITUTE TIE-UP / MoU	
002.11.01	TO INFORM ABOUT THE RENEWAL OF MoU ON CAMPUS CONNECT PROGRAMME OF INFOSYS LTD	Read
002.11.02	TO INFORM ABOUT THE SIGNING OF NEW MoUs	Read

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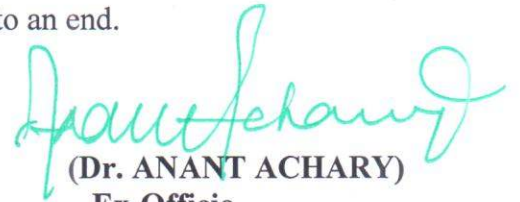
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002.12.00	MISCELLANEOUS / OTHER ITEMS	
002.12.01	TO INFORM THE GOVERNING BODY ABOUT THE WORKSHOPS / SEMINARS / FACULTY DEVELOPMENT PROGRAMMES / SPECIAL LECTURES ORGANIZED DURING THE ACADEMIC YEAR 2019 – 2020	Read
002.12.02	TO FIX THE DATE FOR THE THIRD MEETING OF THE GOVERNING BODY	It was proposed to conduct the next meeting of the governing body during the month of August, 2021

With vote of thanks by the Ex-Officio, the meeting came to an end.



(Er. S.P.G.C.Srimurugan, B.E., M.Sc. (Engg.))
Secretary



(Dr. ANANT ACHARY)
Ex-Officio