

# **Minutes of the 6th Meeting of the Governing Body**

**Date:** 24th June, 2023

**Venue:** TKM TRUST OFFICE

The meeting commenced at 11:00 AM.

Hon. Chairman Janab Shahal Hassan Musaliar welcomed all members to the meeting. In his introductory speech, he acknowledged and appreciated the faculty of Civil Engineering dept. for getting NBA accredited

## **1. Confirmation of Minutes:**

The minutes of the 5<sup>th</sup> Governing Body meeting held on 11/4/22 was approved.

## **2. Review of the activities**

### **2.1. Student Intake and Academic Results:**

- The details of the intake of students during the academic year 2022-23 were noted.
- An abstract of the results of the 2018-22 batch was reviewed.
- The gender and semester-wise distribution of student strength in each branch of engineering was noted.

### **2.2 Staff Distribution Analysis:**

- The gender and cadre-wise distribution of the teaching and non-teaching staff was analyzed.

### **2.3 Appreciations:**

- The governing body appreciated the departments for signing MoUs with reputed organizations.
- Commendation was given to the National Service Scheme (NSS) units for their excellent activities and for securing awards.
- The efforts of students in securing ranks in the APJKTU examination were recognized.
- The governing body specially appreciated the efforts taken to improve the quality of education and for grooming the students in the field of technical education.

## **3. Suggestions by Governing Body Members:**

- New strategies to be planned and efforts to be made to position the institution among the top 15 colleges in the state.

- Faculty members shall be encouraged to pursue higher studies and attend Faculty Development Programs (FDPs) at National Institutes to stay updated with the latest technologies.
- Organize international and national conferences at the institute in the upcoming academic year.
- Introduce new generation courses to meet current demands.
- Initiate the NBA accreditation process for Computer Science Engineering (CSE) and reinitiate it for Food Technology (FT) and Biomedical Engineering.
- Steps to be taken for NAAC accreditation.
- Placement Improvement & Enhancing Industry Connections :
  - Effective steps to be taken to improve placement in the next academic year.
  - Develop strategies to improve industry connections by signing MoU's with leading companies.

#### **4. Approval of the audited accounts:**

The governing body resolved to approve the audited accounts and balance sheet for the year 2021-22

#### **5. Budget for the financial year 2023-24**

The committee reviewed the budget and resolved to approve the budget for the financial year 2023-24.

**Adjournment:** The meeting concluded at 12:45 PM with the Principal proposing a vote of thanks.

# **Action Taken Report of the 6th Governing Body Meeting of TKM College Trust**

Date of Meeting:

Attendees:

## **Action Taken Report**

### **1. Academic Support and Student Development**

- Remedial classes were conducted for academically weak students.
- Motivational talks were arranged to inspire and strengthen students.
- Industrial trainings and placement trainings were organized to improve student employability.
- Faculty development programs were conducted to familiarize faculty members with outcome-based education.

### **2. Faculty Development and Achievements**

- Faculty members were encouraged to attend international conferences and Faculty Development Programs (FDPs).

Last year, a significant number of faculty members joined Ph.D. programs at reputed institutions and universities like NITs, Amrita, SCTMIST & APJ Abdul Kalam Technological University.

The College introduced a scheme called the “Characterization Fund” to encourage research activities and quality of students project.

### **3. International Seminar and Interactions**

- The department of Biomedical Engineering organized the international seminars. NABICON '23.

- Professors from Korea and Mexico interacted with the faculty and students of the Food Technology department and conducted a seminar on emerging areas.

#### **4. New Courses**

- It was decided to apply for a new B.Tech. course in Electronics and Computer Engineering.

#### **5. Accreditation**

- Steps were taken to apply for NBA accreditation for the departments of Biomedical Engineering, Computer Science and Engineering, and Food Technology.
- The NAAC accreditation process was initiated.

#### **6. Placement Improvement**

- Placement trainings were arranged, resulting in an increase in the number of placed students.

#### **7. Collaborations and Infrastructure**

- Memorandums of Understanding (MoUs) was signed with SCTIMST, Harvey Medical Bangalore, ARCITE Educational Solutions, OSPYN Technologies and ASAP, Red Hat Academy, Kerala Block Chain Academy, Nirmithi Kendra and Green Sustain Waste management company.
- The organizations will support for training programs, internship and placements of our students.
- A weather station was installed in TKMIT by Indian Meteorological Department as part of a final year project done by 2024 batch Civil Engineering Students .
- The American Society for Civil Engineers Chapter was reinitiated at TKMIT.
- Student's Chapter of Computer Society was inaugurated.

- The Students' chapters of ACM, ISTE and Data Science Club organized seminars.

**Conclusion:**

The 6th Governing Body meeting successfully addressed various initiatives aimed at academic improvement, faculty development, international collaboration, new course offerings, and accreditation efforts. The steps taken are expected to significantly enhance the academic environment and student employability at TKM Institute of Technology.



*[Handwritten Signature]*  
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